



## HEYBROOK ANTI-BULLYING POLICY

*(This policy has been written in line with Rochdale MBC Anti-Bullying Policy and Guidance, 2011)*

### What are our intentions?

Heybrook School believes that:

- Bullying is undesirable and unacceptable.
- Bullying is a problem to which solutions can be found.
- Seeking help and openness are regarded as signs of strength not weakness.
- All members of our community will be listened to and taken seriously.
- Everyone has the right to enjoy and achieve in an atmosphere that is free from fear.
- All of us have a responsibility to ensure that we do not abuse or bully others.
- Children and young people should talk to an adult if they are worried about bullying and have a right to expect that their concerns will be listened to and treated seriously.
- Children and young people should be involved in decision-making about matters that concern them.
- We all have a duty to work together to protect vulnerable individuals from bullying and other forms of abuse.
- We tackle bullying best by encouraging an environment where individuality is celebrated and individuals can develop without fear.

### What are our aims?

- To ensure attending Heybrook School is a positive experience for all members of our community.
- To make it clear that all forms of bullying are unacceptable at Heybrook School.
- To enable everyone to feel safe at school and encourage our children to report incidents of bullying.
- To deal with each incident of bullying as effectively as possible, taking into consideration the needs of all parties and of our community, and, as a result, to reduce the incidents of bullying.
- To support and protect victims of bullying and ensure they are listened to.
- To help and support children/young people displaying bullying behaviour to change their attitudes and understand why it needs to change.
- To liaise with parents and other appropriate members of our community.
- To ensure all members of our community feel responsible for helping to reduce bullying.

### What are our objectives?

- Our whole community can evidence ownership of our anti-bullying policy.
- To maintain and develop effective listening systems for children and staff within the school.
- To involve all staff in dealing with incidents of bullying effectively and promptly.
- To equip all staff with the support and information necessary to deal with incidents of bullying.
- To involve the wider school/ (e.g. midday supervisors, part-time staff/volunteers) in dealing effectively with, and if necessary referring, bullying incidents.
- To communicate with parents and the wider school/setting community effectively on the subject of bullying.
- To acknowledge the key role of every staff member in dealing with incidents of bullying.
- To ensure that all incidents of bullying are recorded and appropriate use is made of the information, where appropriate sharing it with relevant organizations.
- To promote emotional health and wellbeing across the whole school/setting and for all members of our community to role-model this in all situations.



## PRACTICE AND PROCEDURES

### PREVENTING...What we do to prevent bullying

Everyone involved in the life of the school must take responsibility for promoting a common approach to preventing and challenging bullying. We must:

- be supportive of each other.
- provide positive role models.
- convey a clear understanding that we disapprove of unacceptable behaviour.
- be clear that we all follow the ground-rules of our school.
- support each other in the implementation of this policy.
- all the members of the school community are expected to report incidents of bullying.

All staff have a vital role to play as they are at the forefront of behaviour management and supporting children's sense of well-being. They have the closest knowledge of the children in their care, and should build up a relationship involving mutual support, trust and respect.

#### Staff will:

- Provide children with a framework of behaviour including rules which support the whole school/setting policy.
- Emphasise and behave in a respectful and caring manner to children/young people and colleagues, to set a good tone and help create a positive atmosphere.
- Raise awareness of bullying through the curriculum including activities, stories, role-play, discussion, peer support, school/children's council, etc.
- Through the head teacher/senior staff member, keep the governing/ managing body well informed regarding issues concerning behaviour management.
- Provide a key staff member (the deputy head) who is responsible for the monitoring of the policy.

#### Governors have a duty to:

- Be fully informed on matters concerning anti-bullying.
- Regularly monitor incident reports and actions taken to be aware of the effectiveness of this policy.
- Identify one governor/trustee/manager to lead on anti-bullying within school leadership.

**Through the development and implementation of this policy, Heybrook School intends that all children, young people, parents/carers and staff will:**

- Feel confident that everything is being done to make Heybrook School a safe and secure environment.
- Know who can be contacted if they have any concerns about bullying.
- Feel supported in reporting incidents of bullying.
- Be reassured that action regarding bullying will take place.



## **RESPONDING...Reacting to a specific incident**

### **Dealing with an Incident**

Whenever a bullying incident is discovered, the school will go through a number of steps. The exact nature of each step will be adapted to suit the nature and severity of the incident, and the response of those involved.

- 1) The school needs to be made aware that when a bullying incident has come to the attention of adults in the school, it has been taken seriously and action has resulted. School/setting expects to support all involved by:
  - Talking the incident through with all parties involved.
  - Supporting the person who has been bullied to express their feelings.
  - Supporting the person displaying the bullying behaviour to express their feelings.
  - Discussing which rules(s) have been broken.
  - Discussing strategies for making amends.
  
- 2) Measures will be in line with the school's behaviour and discipline policy, and may include:
  - Explanation why the inappropriate behaviour is unacceptable.
  - Reparation of damaged relationships.
  - Time away from an activity.
  - Meeting with staff, parent and child.
  - Missing another activity.
  - Formal letter home from the senior staff member/head teacher expressing concerns.
  - Time out from the classroom.
  - Pastoral support plan.
  - Detention after school.
  - Fixed term exclusion.
  - Permanent exclusion.
  
- 3) 3 Safeguarding procedures will be followed when child protection concerns arise.



## **RECORDING...How we record incidents**

### **The school will follow the schools Behaviour policy procedures:**

- All **serious** incidents will be recorded by the school system senior member of staff will take responsibility for ensuring that the incident is properly recorded and that the record is updated as necessary throughout an investigation.
- Parents of all children involved will be informed of what has happened, and how it has been dealt with.
- All discussions and actions relating to the incident/investigation will be documented and added to the incident log.