



**Downsway  
Primary  
School**

### **Anti-Bullying Policy**

<b>Date policy approved by Governing Board</b>	6 <sup>th</sup> March 2024
<b>Date of next review</b>	January 2027
<b>Policy owner</b>	Headteacher
<b>Policy on website Y/N</b>	Yes
<b>Compliance tracker updated Y/N</b>	Yes

Downsway Primary School takes seriously its responsibility to protect and safeguard the welfare of children and young people in its care. "The welfare of the child is paramount" (Children Act 1989).

At Downsway School, in partnership with parents/carers and pupils, we aim to create a community where children feel safe and secure whilst learning without fear of being bullied.

Bullying is anti-social behaviour and affects everyone; it is unacceptable and will not be tolerated.

### **Bullying**

Bullying is defined as deliberately hurtful behaviour, repeated over a period of time, where it is difficult for those being bullied to defend themselves. It may be physical, involving fighting, endless verbal teasing, spreading hurtful stories, emphasis on disability, or name-calling or a more subtle intimidation. It may be occasional or short-lived; regular or longstanding. It is generally premeditated and calculated, rather than thoughtless or accidental. It is a deliberate intention or desire to hurt, distress, humiliate, intimidate, threaten or frighten someone repeatedly over a period of time.

### **The main types of bullying are:**

- Physical - hitting, kicking, theft
- Verbal - name calling, racist or homophobic abuse, cyber bullying (i.e. via communication technology – includes graffiti, text messaging, e-mail or postings on websites).
- Indirect - spreading rumours, excluding someone from social groups.

Staff should be vigilant in looking out for signs of bullying including:

**Physical:** unexplained bruises, scratches, cuts, missing belongings, damaged clothes, or schoolwork, loss of appetite, stomach aches, headaches, bedwetting.

**Emotional:** losing interest in school, being withdrawn or secretive, unusual shows of temper, refusal to say why unhappy, high level of anxiety, mood swings, tearfulness for no reason, lack of confidence, headaches and stomach aches, signs of depression.

**Behavioural:** asking to be taken to school, coming home for lunch, taking longer to get home, asking for more money, using different routes to school, 'losing' more items than usual, sudden changes in behaviour and mood, concentration difficulties, truancy.

All forms of bullying or harassment require prompt and fair action to help both victim and bully. We ask children, parents/carers and all staff to report suspected incidents immediately, so that they can be thoroughly investigated and dealt with, in order to stop any further occurrence. We also ask parents/carers to make us aware of any such issues that may affect their child's well-being in school. At Downsway School, all staff are aware of these signs of bullying and will act promptly and firmly against it, in accordance with school policy.

## **Statutory Duty of Schools**

In line with the School Standards and Framework Act 1998 the school has the following procedures to prevent bullying amongst pupils. These have been discussed with staff, parents/carers and pupils.

## **Implementation and procedure**

The following steps will be followed when dealing with incidents:

- If bullying is suspected or reported, the incident will be dealt with immediately by the member of staff who has been approached, and the class teacher notified.
- A clear account of the incident will be recorded and given to the Headteacher.
- The Headteacher will interview all concerned and will record the incident.
- Class teachers will be kept informed and, if it persists, the class teacher will advise the Headteacher and parents/carers.
- Disciplinary measures will be used as appropriate and in consultation with all parties concerned.

## **Cyber bullying**

If a bullying incident directed at a child occurs using email or mobile phone technology either inside or outside of school time, these steps should be followed:

1. Advise the child not to respond to the message
2. Refer to relevant policies including e-safety/acceptable use, anti-bullying and PHSE and apply appropriate sanctions
3. Secure and preserve any evidence
4. Inform the sender's e-mail service provider
5. Notify parents/carers of the children involved
6. Consider delivering a parent/carer workshop for the school community
7. Consider informing the police depending on the severity or repetitious nature of offence
8. Inform West Berkshire Council

If malicious or threatening comments are posted on an internet site about a pupil or member of staff, the school should request the comments be removed if the site is administered externally. These steps should be performed as listed below:

1. Secure and preserve any evidence
2. Send all the evidence to Child Exploitation and Online Protection Centre at [www.ceop.gov.uk](http://www.ceop.gov.uk)
3. Endeavour to trace the origin and inform police as appropriate
4. Inform West Berkshire Council

## **Children who have been bullied will be supported by:**

- Offering an immediate opportunity to discuss the experience with the class teacher or member of staff of their choice
- Reassuring the pupil
- Offering continuous support
- Restoring self-esteem and confidence

### **Children who have bullied will be helped by:**

- Discussing what happened
- Discovering why the pupil became involved
- Establishing the wrong doing and the need to change
- Discussing with parents/carers ways in which to help change the attitude of the child/children

### **The following disciplinary measures can be taken, where appropriate:**

- Official warnings to cease offending
- Exclusion from certain areas of school premises
- Suspensions
- Permanent exclusion

Within the curriculum, the school will raise the awareness of the nature of bullying through inclusion in PSHE, assemblies and subject areas, as appropriate, in an attempt to eradicate such behaviour.

All incidents should be reported to the school. On no account must the other party be approached directly. For security purposes, children and staff have been advised to inform a member of staff, if an adult, who is not employed by the school, directly approaches them.

The school is legally only responsible for incidents of bullying which occur on school premises.

### **Monitoring, Evaluation and Review**

The school will review this policy annually and assess its implementation and effectiveness. The Governing Board receives a termly update through the Headteacher's Report to Governors in relation to any bullying incidents. The policy will be promoted and implemented throughout the school.

**Date reviewed by Governing Board:**

6<sup>th</sup> March 2024

**Date of next review:**

January 2027