



St Catherine's School

Anti-bullying Policy

Approved: Summer 2016

Review: Summer 2018

St Catherine's School Statement

Our school is a place where every person has the right to be themselves, to be included and to learn in a safe and happy environment. Everyone at our school is equal and treats each other with respect and kindness.

Aims and Purpose of this Policy

Bullying of any kind is unacceptable and will not be tolerated at our school. At our school the safety, welfare and well-being of all pupils and staff is a key priority. We take all incidences of bullying seriously and it is our duty as a whole school community to take measures to prevent and tackle any bullying, harassment or discrimination. We actively promote values of respect and equality and work to make sure that difference and diversity is celebrated across the whole school community. We want to enable our pupils to become responsible citizens and to prepare them for life in 21st Century Britain. These values reflect those that will be expected of our pupils by society, when they enter secondary school and beyond in the world of work or further study. We are committed to improving our school's approach to tackling bullying and regularly monitor, review and assess the impact of our preventative measures.

Related policies; Behaviour Policy, ICT Safe Use Policy, Equalities Policy, Child Protection Policy,

What is Bullying?

Bullying is hurtful or unkind behaviour which is deliberate and repeated. Bullying can be carried out by an individual or a group of people towards an individual or group. The STOP acronym can be applied to define bullying – **Several Times On Purpose**.

The nature of bullying can be:

- Physical – such as hitting or physically frightening someone, or using inappropriate or unwanted physical contact towards someone
- Attacking property – such as damaging, stealing or hiding someone's possessions

- Verbal – such as name calling, spreading rumours about someone, using insulting or offensive language or threatening someone
- Psychological – such as deliberately leaving out or ignoring people
- Cyber – such as using text, email or other social media to write or say hurtful things about someone

Bullying can be based on any of the following things:

- Race (racist bullying) • Religion or belief • Culture or class • Gender (sexist bullying) • Sexual orientation (homophobic or biphobic bullying) • Gender identity (transphobic bullying) • Special Educational Needs (SEN) or disability • Appearance or health conditions
- Related to home or other personal situation • Related to another vulnerable group of people such as young carers

At St Catherine's, no form of bullying will be tolerated and all incidents will be taken seriously.

How to report Bullying

If a pupil is being bullied, they should not retaliate but tell someone they trust about it such as a friend, family member or trusted adult. They should also report any bullying incidents in school:

- Report to a teacher – their class teacher, Mrs Wallis or Mrs Staiano or any other teacher
- Tell a friend who in turn can help them tell a teacher or staff
- Tell any other adult staff in school – such as lunchtime supervisors, Learning Support Assistants or the school office
- Tell an adult at home
- Report anonymously through boxes or other methods
- Call ChildLine to speak with someone in confidence on 0800 111

What to do if Bullying is reported to you

STAFF: All school staff, both teaching and non-teaching (for example midday supervisors, caretakers, office staff) have a duty to report bullying, to be vigilant to the signs of bullying and to play an active role in the school's measures to prevent bullying. If staff are aware of bullying, they should reassure the pupils involved and inform their class teacher.

The following staff members are anti-bullying leads: Mrs Wallis and Mrs Staiano

SENIOR STAFF: The Senior Leadership Team and the head teachers have overall responsibility for ensuring that the anti-bullying policy is followed by all members of staff

and that the school upholds its duty to promote the safety and well-being of all young people. In addition to the designated anti-bullying leads, it is the Senior Leadership Team who are responsible for anti-bullying.

PARENTS AND CARERS: Parents and carers should look out for potential signs of bullying such as distress, lack of concentration, pretending to be ill or other unusual behaviour. Parents and carers should encourage their child not to retaliate and support and encourage them to report the bullying. Parents and carers can report an incident of bullying to the school either in person, or by phoning or emailing the school office or a member of staff at admin@stcaths.herts.sch.uk

PUPILS: Pupils should not take part in any kind of bullying and should watch out for signs of bullying among their peers. They should never be bystanders to incidents of bullying, but should offer support to the victim and, if possible, help them to tell a trusted adult. They can also tell a trusted adult if they see anyone being bullied or bullying.

Responding to bullying - what happens when bullying has been reported?

- Staff will record the bullying incident centrally on CPOMS*
- Designated school staff will be immediately alerted and monitor the information recorded on CPOMS, analysing and evaluating the results
- Designated school staff will produce termly reports summarising the information, which the head teacher will report to the governing body
- Staff will offer support to the target of the bullying in discussion with the pupil's class teacher. Individual meetings will then be held with any target of bullying to devise a plan of action that ensures they are made to feel safe and reassured that the bullying is not their fault. Action plans will make use of playground monitoring, play leaders and a personalised, agreed support plan.
- Staff will pro-actively respond to the bully who may require support. They will discuss with the bully's class teacher to devise a plan of action
- Staff will inform parents or carers and where appropriate involve them in any plans of action
- Staff will assess whether any other authorities (such as police or the local authority) need to be involved, particularly when actions take place outside of school

What happens if bullying takes place outside of school?

Bullying is unacceptable and will not be tolerated, whether it takes place inside or outside of school. Bullying can take place on the way to and from school, before or after school hours, at the weekends or during the holidays, or in the wider community. The nature of cyber bullying in particular means that it can impact on pupils' well-being beyond the school day. Staff, parents and carers, and pupils must be vigilant to bullying outside of school and report and respond according to their responsibilities as outlined in this policy.

Derogatory language

Derogatory or offensive language is not acceptable and will not be tolerated. This type of language can take any of the forms of bullying listed in our definition of bullying. It will be challenged by staff and recorded and monitored on CPOMS and follow up actions and sanctions, if appropriate, will be taken for pupils and staff found using any such language. Staff are also encouraged to record the casual use of derogatory language using informal mechanisms such as a classroom log.

Prejudice-based incidents

A prejudice-based incident is a one-off incident of unkind or hurtful behaviour that is motivated by a prejudice or negative attitudes, beliefs or views towards a protected characteristic or minority group. It can be targeted towards an individual or group of people and have a significant impact on those targeted. All prejudice-based incidents are taken seriously and recorded and monitored in school, with the head teachers regularly reporting incidents to the governing body. This not only ensures that all incidents are dealt with accordingly, but also helps to prevent bullying as it enables targeted anti-bullying interventions.

How do we prevent and tackle bullying at St Catherine's?

We use a range of measures to prevent and tackle bullying including:

- A child-friendly anti-bullying policy which is displayed in classrooms and around the school, which ensures all pupils understand and uphold the anti-bullying policy
- The PSHE programme of study includes opportunities for pupils to understand about different types of bullying and what they can do to respond and prevent bullying
- School assemblies help raise pupils' awareness of bullying and derogatory language
- Difference and diversity are celebrated across the school through diverse displays, books and images. The whole school participates in events including Anti-Bullying Week and Safer Internet Day
- The school Golden Rules promote equality and respect and Christian values are embedded across the curriculum to ensure that it is as inclusive as possible
- Stereotypes are challenged by staff and pupils across the school
- Play leaders and the school council offer support to all pupils, including those who may have been the target of bullying
- Restorative justice responses provide support to targets of bullying and those who show bullying behaviour

- Pupils are continually involved in developing school-wide anti-bullying initiatives through consultation with groups – for example through the school council and through participation in anti-bullying week
- Working with parents and carers and in partnership with community organisations to tackle bullying, where appropriate

Training

The head teachers are responsible for ensuring that all school staff, both teaching and nonteaching (including midday supervisors, caretakers and office staff) receive regular training on all aspects of the anti-bullying policy.

Monitoring and reviewing

The head teachers are responsible for reporting to the governing body (and the local authority where applicable) on how the policy is being enforced and upheld, via the termly report. The governors are in turn responsible for monitoring the effectiveness of the policy via the termly report and by in-school monitoring such as learning walks and focus groups with pupils. The policy is reviewed every 12 months, in consultation with the whole school community including staff, pupils, parents, carers and governors.

Head teacher signed:

Chair of Governors signed

*CPOMS – Child Protection Online Monitoring System used by the school to record and log safeguarding and behaviour issues