



CASTILION PRIMARY SCHOOL

Engage, Enthuse, Empower



Reviewed	Agreed by Staff	Review Date	Committee responsible for review
September 2020	September 2020	Autumn 2021	Learning and Achievement

ANTI-BULLYING POLICY (INCLUDING CYBER-BULLYING)

Introduction

Castilion aims to involve all staff, governors, pupils and parents/carers in partnership to create a positive and caring ethos which values all members of its community and where bullying behaviours are never tolerated. Cyber-bullying is included in this policy as a separate section.

This policy also includes information that is given to pupils about cyber-bullying.

This Policy forms an integral part of Safeguarding and promoting the welfare of children and young people and therefore ensuring that 'every child', whatever their background or their circumstances, will have the support they need to:

- Be healthy
- Stay safe
- Enjoy and achieve
- Make a positive contribution
- Achieve economic well-being

(Every Child Matters: Change for Children, DfES, 2004)

Defining bullying

Pupils can and do fall out and have disagreements throughout their time at school. This does not always manifest itself in bullying.

Children need to develop an understanding and respect for others, including the right not to like each other or to play with one another all the time.

Part of becoming a mature individual is to recognise and have appropriate strategies to deal with disagreements that do not leave either party feeling victimised.

Bullying can be described as being deliberate and repeated acts, done to distress solely in order to give a feeling of power, status or other gratification to the bully.

Bullying can occur through several types of anti- social behaviour. It can be:

- a) **Physical:** A child can be physically punched, kicked, hit, spat at, etc.

b) **Verbal:** This can take the form of name calling. It may be directed towards gender, ethnic origin, religion, physical disability, appearance, home circumstances, etc.

c) **Exclusion:** A child can be bullied by being deliberately excluded from discussions or activities.

d) **Damage to property or theft:** Children may have their property damaged or stolen. Physical threats may be used by the bully in order that property is handed over to them.

Preventing and challenging bullying

We aim to prevent and challenge bullying at Castilion by:

- using the curriculum, especially PSHE (including SEAL), RE and assemblies to raise awareness of how to treat others with respect
- requiring staff to model positive behaviour and consistently apply the School's agreed policies, including the Code of Conduct and Assertive Discipline Policy
- encouraging pupils to behave positively and to reject anti-social behaviour in and out of school
- encouraging a conscience-based approach, to help everyone do the right thing for themselves and others
- encouraging pupils to report concerns to staff or the School Council
- encouraging parents/carers to report concerns to School staff

Procedures

Castilion staff, including the Headteacher, offer an 'open door' policy to pupils and their parents/carers if they have concerns. Children and their parents/carers are encouraged to seek help and tell staff about concerns of bullying both inside and outside school, including via phone and internet, so that action can be taken as appropriate.

If it is suggested (by a child, parent or carer) that a child has been bullied, or if a member of staff has a concern, the following procedures must be followed:

The member of staff must investigate and then make a judgment as to whether bullying is taking place, including talking to all:

- pupils involved
- any other pupils or staff who may be witnesses
- the pupils' class teacher(s) to check if there have been previous incidents

If it is judged by the member of staff that bullying has occurred, the relevant Class Teacher(s) should report it to the Safeguarding Coordinator and record it in the 'Incidents of Bullying and Racism Book', held in the School Office.

Further action must also be taken in response to the bully and the bullied child.

The relevant class teacher(s) and/or the Safeguarding Coordinator must:

- apply appropriate sanctions to the bully (following the Assertive Discipline Policy)
- ensure the bully is given opportunity to recognise their own behaviour and its effect on others
- offer guidance and support to the bully on how to change their behaviour
- involve parents or carers, if appropriate
- talk to the bullied child about what has happened to them, explain what bullying is, what will happen as a result of the bullying and what action they should take in the event they may be bullied in the future
- follow-up and review the situation soon after, and then periodically, to avoid (or deal with) any further incidence of bullying.

Cyber bullying

This school believes that all people in our community have the right to teach and learn in a supportive, caring and safe environment without fear of being bullied. We believe that every individual in school has a duty to report an incident of bullying whether it happens to themselves or to another person.

WHAT IS CYBER-BULLYING?

There are many types of cyber-bullying. Although there may be some of which we are unaware, here are the more common.

- Text messages —that are threatening or cause discomfort - also included here is "Bluejacking" (the sending of anonymous text messages over short distances using "Bluetooth" wireless technology)
- Picture/video-clips via mobile phone cameras - images sent to others to make the victim feel threatened or embarrassed.
- Mobile phone calls — silent calls or abusive messages; or stealing the victim's phone and using it to harass others, to make them believe the victim is responsible.
- Emails — threatening or bullying emails, often sent using a pseudonym or somebody else's name.
- Chatroom bullying — menacing or upsetting responses to children or young people when they are in web-based Chatroom.
- Instant messaging (IM) — unpleasant messages sent while children conduct real-time conversations online using MSM (Microsoft Messenger) or Yahoo Chat – although there are others.
- Bullying via websites — use of defamatory blogs (web logs), personal websites and online personal "own web space" sites such as Bebo (which works by signing on in one's school, therefore making it easy to find a victim) and Myspace – although there are others.

We take this bullying as seriously as all other types of bullying and, therefore, will deal with each situation individually. An episode may result in a simple verbal warning. It might result in a parental discussion. Clearly, more serious cases will result in further sanctions.

Technology allows the user to bully anonymously or from an unknown location, 24 hours a day, 7 days a week. Online bullying leaves no physical scars so it is, perhaps, less evident to a parent or teacher, but it is highly intrusive and the hurt it causes can be very severe.

Young people are particularly adept at adapting to new technology, an area that can seem a closed world to adults. For example, the numerous acronyms used by young people in chat rooms and in text messages (POS - Parents Over Shoulder, TUL – Tell You Later) make it difficult for adults to recognise potential threats.

At Castilion, pupils are taught how to:

Understand how to use these technologies safely and know about the risks and consequences of misusing them.
Know what to do if they or someone they know are being bullied.

Report any problems with bullying. If they do have a problem, they can talk to the school, parents, the police, the mobile network (for phone) or the Internet Service Provider (ISP) to do something about it.

Castilion Primary School has:

An Acceptable Use Policy (AUP) that includes clear statements about e- communications

Information for parents on: e-communication standards and practices in schools, what to do if problems arise, what's being taught in the curriculum.

Support for parents and pupils if online bullying occurs by: assessing the harm caused, identifying those involved, taking steps to repair harm and to prevent recurrence.

For pupils:

If you're being bullied by phone or the Internet

Remember, bullying is never your fault. It can be stopped and it can usually be traced.

Don't ignore the bullying. Tell someone you trust, such as a teacher or parent, or call an advice line.

Try to keep calm. If you are frightened, try to show it as little as possible. Don't get angry, it will only make the person bullying you more likely to continue.

Don't give out your personal details online - if you're in a Chatroom, watch what you say about where you live, the school you go to, your email address etc. All these things can help someone who wants to harm you build up a picture about you.

Keep and save any bullying emails, text messages or images. Then you can show them to a parent or teacher as evidence.

If you can, make a note of the time and date bullying messages or images were sent, and note any details about the sender.

There's plenty of online advice on how to react to cyber bullying. For example, www.kidscape.org have some useful tips:

Text/video messaging

You can easily stop receiving text messages for a while by turning off incoming messages for a couple of days. This might stop the person texting you by making them believe you've changed your phone number. Ask your mobile service provider for help.

If the bullying persists, you can change your phone number. Ask your mobile service provider.

Don't reply to abusive or worrying text or video messages. Your mobile service provider will have a number for you to ring or text to report phone bullying. Visit their website for details.

Don't delete messages from cyber bullies. You don't have to read them, but you should keep them as evidence.

Text harassment is a crime. If the calls are simply annoying, tell a teacher, parent or carer. If they are threatening or malicious and they persist, report them to the police, taking with you all the messages you've received.

Phone calls

If you get an abusive or silent phone call, don't hang up immediately. Instead, put the phone down and walk away for a few minutes. Then hang up or turn your phone off.

Once they realise they can't get you rattled, callers usually get bored and stop bothering you.

Always tell someone else: a teacher, youth worker, parent, or carer. Get them to support you and monitor what's going on.

Don't give out personal details such as your phone number to just anyone. And never leave your phone lying around. When you answer your phone, just say 'hello', not your name. If they ask you to confirm your phone number, ask what number they want and then tell them if they've got the right number or not. You can use your voicemail to vet your calls. A lot of mobiles display the caller's number. See if you recognise it. If you don't, let it divert to voicemail instead of answering it.

And don't leave your name on your voicemail greeting. You could get an adult to record your greeting. Their voice might stop the caller ringing again. Almost all calls nowadays can be traced. If the problem continues, think about changing your phone number. If you receive calls that scare or trouble you, make a note of the times and dates and report them to the police. If your mobile can record calls, take the recording too.

Emails

Never reply to unpleasant or unwanted emails ('flames') — the sender wants a response, so don't give them that satisfaction.

Keep the emails as evidence. And tell an adult about them.

Ask an adult to contact the sender's Internet Service Provider (ISP) by writing abuse@ and then the host, e.g. abuse@hotmail.com

Never reply to someone you don't know, even if there's an option to 'unsubscribe'.

Replying simply confirms your email address as a real one.

Web bullying

If the bullying is on a website (e.g. Bebo, facebook, moodle) tell a teacher or parent, just as you would if the bullying were face-to-face – even if you don't actually know the bully's identity.

Serious bullying should be reported to the police - for example threats of a physical or sexual nature. Your parent or teacher will help you do this.

Chat rooms and instant messaging

Never give out your name, address, phone number, school name or password online.

It's a good idea to use a nickname. And don't give out photos of yourself. Don't accept emails or open files from people you don't know.

Remember it might not just be people your own age in a chat room. Stick to public areas in chat rooms and get out if you feel uncomfortable.

Tell your parents or carers if you feel uncomfortable or worried about anything that happens in a chat room.

Think carefully about what you write; don't leave yourself open to bullying. Don't ever give out passwords to your mobile or email account.

Three steps to stay out of harm's way

Respect other people - online and off. Don't spread rumours about people or share their secrets, including their phone numbers and passwords.

If someone insults you online or by phone, stay calm – and ignore them.

'Do as you would be done by.' Think how you would feel if you were bullied. You're responsible for your own behaviour – make sure you don't distress other people or cause them to be bullied by someone else.

The law is on your side

The Protection from Harassment Act, the Malicious Communications Act 1988

And Section 43 of the Telecommunications Act may be used to combat Cyber bullying. People may be fined or sent to prison for up to six months.

Monitoring and review

The School's governing body must approve this Policy and monitor and review its effectiveness, with the guidance of the Headteacher and the Designated Teacher for Safeguarding and Child Protection.

Signed: Head Teacher

Date:

Signed: Chair of Governors

Date: