



FAIRSTEAD HOUSE

## ANTI-BULLYING POLICY

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|---------------------|-----------------------|
| <b>Whole School</b> | <b>Website: Yes</b>   |
| <b>Statutory?</b>   | <b>Yes</b>            |
| <b>Responsible:</b> | <b>Staff</b>          |
| <b>Reviewed:</b>    | <b>September 2021</b> |
| <b>Next Review:</b> | <b>September 2022</b> |



FAIRSTEAD HOUSE

## **ANTI-BULLYING POLICY** **Incorporating the Early Years Foundation Stage**

### **1 ANTI-BULLYING POLICY STATEMENT**

Fairstead House aims to promote the value of respecting others and their differences by maintaining a culture in which all in the school community can be themselves and develop confidence, self-esteem and tolerance. The school sets out to enable all pupils to recognise their own talents and to help them realise their potential; similarly, the school seeks to meet the educational and pastoral needs of all pupils by ensuring a secure setting in which they will feel valued and respected. To achieve this end, the overarching goals of this policy and strategy are:

- To help staff and pupils to deal with bullying when it occurs;
- To assist the School in taking all reasonable steps to prevent bullying occurring in the first place.

This Anti-Bullying Policy has regard to the latest Department for Education (DfE) guidance on the prevention and tackling of bullying (DfE Preventing & Tackling Bullying). This policy and strategy is available on the School's website for all staff, pupils, parents, prospective pupils and prospective parents to access. The policy is also available in hard copy upon request.

This document should be read in conjunction with the following other school policies:

- Behaviour Policy;
- Child Protection Statement;
- Disability Policy – Accessibility Plan;
- E Safety policy;
- Equal Opportunities & Diversity Policy;
- Safeguarding (including Child Protection) Policy.

### **SPECIFIC AIMS**

Fairstead House aims to provide an environment in which each pupil is personally involved, where individuality is celebrated and individuals can flourish without fear in a safe and caring environment that is free from disruption, violence and any form of harassment.

We aim to establish an ethos of respect and mutual tolerance

Each and every pupil has the right to be safe and happy in school and to be protected if he or she is feeling vulnerable.

We do not tolerate bullying, harassment, victimisation, radicalisation or discrimination of any kind; respect for others is expected at all times.

This policy and strategy apply to all pupils, including those in the Early Years Foundation Stage, and it supports the School's aims by providing guidance and preventative measures, as well as setting out procedures and sanctions.



## **OBJECTIVES:**

- All staff, pupils and parents should have an understanding of what bullying is;
- All staff should know what the School policy and strategy are, and the procedures to follow if bullying is reported;
- All pupils and parents should know what the School policy is on bullying, and what they should do if bullying arises;
- All pupils will be aware of the serious consequences of bullying others and that this behaviour will not be tolerated.

## **DEFINITION OF BULLYING**

Bullying may be defined as '*Behaviour by an individual or group, repeated over time, which intentionally hurts another individual or group, either physically or emotionally and is often motivated by prejudice against particular groups, for example, on grounds of race, religion, culture, sex, gender, homophobia, special educational needs and disability, or because a child is adopted or is a carer - it may occur directly or through cyber-technology (social websites, mobile phones, text messages, photographs and email)*'<sup>1</sup>.

Bullying is the intentional or thoughtless hurting, harming or humiliating of another person by physical (including sexual), verbal (including through the use of cyber-technology such as: social websites; mobile telephones; text messages; photographs or emails) and emotional means. It might be driven by actual differences between pupils, or perceived differences. It includes:

- Using demeaning, racial, religious, cultural, sexual, sexist and homophobic names or language, or that related to special educational needs and disability, which may cause upset to others;
- Making intentionally hurtful, upsetting or distressing comments about another individual's or group's racial, ethnic, cultural or linguistic background, religious beliefs, sexual orientation, gender identity or because a child is adopted or has caring responsibilities;
- Making intentionally hurtful, upsetting or distressing comments about one or more individuals with a special educational need or disability or learning difficulty;
- Picking on an individual or group;
- Pushing, punching, hitting, kicking or any physical violence;
- Teasing, mocking, taunting or making offensive comments (including through the use of Social Media sites);
- Spreading rumours;

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<sup>1</sup> 'Preventing and Tackling Bullying (July 2017 update): Advice for headteachers, staff and governing bodies' DfE Guidance'



- Deliberately ignoring or avoiding and/or encouraging others to do the same; exclusion;
- Repeatedly putting an individual/or group down;
- Single incidents are also taken seriously and recorded appropriately;
- Threatening behaviour;
- Unacceptable body language;
- Taking and/or damaging property;
- Producing offensive graffiti;
- Placing a victim in a position where they cannot defend themselves.

Stopping violence and ensuring immediate physical safety is obviously a school's first priority but emotional bullying can often be more damaging than physical bullying.

### **Different roles within bullying**

- The ring-leader; the person who through their social power can direct bullying activity;
- Associates; who actively join in the bullying (sometimes because they are afraid not to);
- Reinforcers; who give positive feedback to the bully, perhaps by smiling or laughing;
- Outsiders/bystanders; who stay back or stay silent and thereby appear to condone or collude with the bullying behaviour;
- Defenders; who try and intervene to stop the bullying or comfort pupils who experience bullying.

Some bullying behaviour by pupils is linked to deeper issues. Understanding the emotional health and well-being of these pupils is key to selecting the right strategies and to engaging the right external support where this is needed. Serious bullying is a safeguarding concern and must be referred to a Designated Safeguarding Officer.

### **Specific types of bullying**

#### ***Bullying related to race, religion or culture***

Includes racist or faith-based bullying. Political and social issues can also be a factor in bullying and harassment, including the coercion of pupils into radicalisation.

#### ***Bullying related to special educational needs (SEN) and disabilities***

Pupils with SEN and disabilities can be more at risk of bullying than their peers. They do not always have the levels of social confidence and competence to protect themselves against bullying. At Fairstead House we recognise the need to differentiate our approach to pupils with SEND when dealing with behaviour



and bullying issues, and that such factors are considered when issuing rewards, and especially, sanctions.

***Bullying related to appearance or health conditions***

Perceived physical limitations, such as size and weight, and other body image issues can result in bullying, and obvious signs of affluence (or lack of it) can also be exploited by bullies.

***Bullying related to sexual orientation***

Any hostile or offensive action against LGBTQ+ people, or those perceived to be LGBTQ+. Homophobic bullying is perhaps the form of bullying least likely to be self-reported, since disclosure carries risks not associated with other forms of bullying (for example, the pupil may not want to report bullying if it means 'coming out' to teachers and parents before they are ready to). This type of bullying may also affect pupils whose parents or other family members are (or are perceived to be) LGBTQ+.

***Sexist or sexual bullying***

Sexist and sexual bullying affects both genders. Sexual bullying may be characterised by name calling, comments and overt 'looks' about appearance, attractiveness and emerging puberty. In addition, uninvited touching, innuendos and propositions, pornographic imagery or graffiti may be used. Pupils identified as transgender or experiencing gender dysphoria (feeling that they belong to another gender or do not conform with the gender role prescribed to them) can also be targeted.

***Cyber bullying***

Malicious, upsetting, repeated emails, photographs, texts and/or other messages or postings sent direct to, or about, an individual. Cyber bullying may involve the use of mobile telephones, email, internet messaging services (such as MSN), social websites (such as Facebook), and other technologies and applications which may be developed and become available in the future. There is no escape for the victim as there is 24/7 contact through the means of communication technology and the impact of such bullying can be great due to the massive potential audience and the large number of accessories, as people forward on content at a click.

Please refer to the Safeguarding (including Child Protection) Policy and also the Digital Use Policy for further information and guidance with regard to the prevention of cyber bullying at Fairstead House.

**SOCIAL RESPECT (ANTI-BULLYING) STRATEGY  
RESPONDING TO BULLYING**

- Bullying hurts and it inevitably results in pain and distress. No one deserves to be a victim of bullying. Everyone has the right to be treated with respect.



Pupils who are bullying need to understand and acknowledge the negative impact of their actions.

- Whilst bullying can take many forms, all bullying must be viewed as very serious, not least because bullying has the potential to cause psychological damage and even suicide.
- Bullying is not, in itself, a specific criminal offence. However, there are criminal laws which apply to harassment and threatening behaviour.
- Thresholds for referring bullying issues to external agencies exist at Fairstead House under the auspices of the school's Child Protection procedures. Any bullying incident or pattern of bullying which involves illegal acts or abusive actions, behaviours or intentions will be recorded in on MyConcern and monitored.

In addition to those processes, any serious bullying case will be referred as part of the Child Protection procedures at the school. Bullying or Child Protection and Safeguarding concerns which are connected to the radicalisation of pupils or which fall under the school's Prevent duty, will be referred by the Prevent and Designated Safeguarding Lead, or Head, to Sara Rogers (Prevent contact for Cambridgeshire County Council or Suffolk County Council).

***Bullying is something which cannot and will not be tolerated within the School community and the School is firmly committed to preventing all forms of bullying.***

## **RESPONSIBILITIES**

### ***The Head***

The law requires that the Head must determine the more detailed measures on behaviour and discipline that form the School's policies regarding behaviour. Such policies must include measures to be taken with a view to "*encouraging good behaviour and respect for others on the part of pupils and, in particular, preventing all forms of bullying among pupils*"<sup>2</sup>.

The Head must also, as far as is reasonable, regulate the behaviour of pupils when they are off the school site (this is particularly pertinent with regard to regulating cyber-bullying).<sup>3</sup>

The Head will:

- Ensure appropriate training is available in order to raise among staff their awareness of bullying, including their legal responsibilities, the signs of

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<sup>2</sup> Section 89(1)(b), Education and Inspections Act 2006

<sup>3</sup> Section 89(5), Education and Inspections Act 2006



potential bullying, the procedures to be followed in the event of actual or potential bullying incidents, and strategies to be put in place in order to prevent bullying taking place;

- Ensure that staff are aware of the sources of support available, particularly with regard to understanding the needs of and support required for pupils with protected characteristics;
- Ensure that any bullying related to protected characteristics is taken particularly seriously;
- Ensure that the procedures are brought to the attention of all staff, parents and pupils;
- Report annually to the governing body.
- Be responsible for the day-to-day management of the policy and strategy to prevent bullying in the School and deal with incidents of bullying should they occur;
- Ensure that there are positive strategies and procedures in place to help both the bullied and bullies;
- Arrange staff training and disseminate relevant anti-bullying information to parents;
- Ensure that records of bullying incidents are kept in order that patterns may be identified (and the causes of any such patterns addressed);
- Determine how best to involve parents in the solution of individual problems.

### ***All Staff will***

- Know the School's procedure and deal with any incidents that are reported;
- Be responsible for liaising with the Head over all incidents involving pupils in their group;
- Know the policy and procedures and deal with incidents according to the policy;
- Be alert to those children who may be vulnerable and at risk from bullying;
- Be observant and ask pupils what is happening to them;
- Take action to reduce the risk of bullying at times and in places where it is most likely;
- Never let any incidences of bullying pass by unreported, whether on-site or off-site, in real time or online.

### ***The pupils' perspective***

What to do if you are bullied (at school, outside school or online) or see other pupils being bullied:

- You must tell someone - any other member of staff or your parent who would be prepared to help. To ignore it allows bullying to grow. To become angry or upset in the presence of a bully will encourage him/her to persist;
- Pupils who have friends who are being bullied may notice changes in behaviour, such as:



Becoming shy and nervous;  
Increasing or pretended illness;  
Suddenly wanting to spend more time with adults;  
Changes in work patterns;  
Lack of concentration or wishing to stay away from school.

- If you tell a member of staff, that member of staff will follow up the case. He/she may bring other staff into the process, after consulting you. Staff will listen carefully and record everything that has happened. They will tell you that you have acted correctly in reporting the bullying. You will not be put under any pressure. You will not be made to feel that your complaint is silly or time wasting;
- Staff will help you to decide on actions you can take to prevent bullying. Revenge is neither appropriate nor effective;
- Staff will see the bully and take action - every effort will be made to ensure that the situation improves. Staff will keep checking with you that things have improved.

### ***What happens to the bully?***

- The bully will be spoken to. If a pupil who has caused distress can admit that their behaviour is unacceptable, this represents a huge step forward.
- The bully will be given a clear picture on the amount and type of upset caused. This alone often solves the problem.
- The bully will be dealt with in a calm and reasonable manner. The aim is to make the bully see that these actions are unacceptable.
- In the first instance and providing the bullying stops immediately the bully will not be punished but his/her parents will be informed.

*If bullying persists or there is a very serious incident:*

- Parents (or guardians) may be asked to attend an interview with the Head.
- Punitive action will be taken. This may include suspension or parents may be asked to remove the bully from the school if there is repeat behaviour;
- Any instances of bullying are recorded on MyConcern.

### ***The parents' perspective***

- Through the pastoral system, pupils will be encouraged to report any bullying suffered or witnessed. In the home and in teaching situations we must all watch for early signs of distress in pupils. Parents must inform the school if they think or know there is a problem for their own child or for another child. A problem seldom cures itself;
- It is not always easy to identify that your child is being bullied but there are some indicators to look out for:
  - Changes to usual routine;
  - Unwillingness to go to school;



## FAIRSTEAD HOUSE

Becomes withdrawn, anxious or lacking in confidence;  
Becomes aggressive, disruptive and/or unreasonable;  
Are themselves bullying siblings and/or other children;  
Stops eating;  
Claims to feel ill on school mornings;  
Has nightmares and/or cries themselves to sleep and/or bedwetting;  
Personal possessions and/or clothes are damaged or missing;  
Requests for unusual amounts of money or stealing money;  
Attempts to self-harm and/or running away from home;  
Is afraid to use internet and/or mobile phone;  
Nervous when a text message is received;  
Will not discuss behaviour/frightened.

The above types of behaviour could indicate other problems but bullying should be considered and investigated.

- Incidents reported by parents or pupils will be followed up immediately. Pupils will be reassured that something will be done. The bully will be spoken to and the facts of the incident established.
- Staff will listen sympathetically. Victims will be assured that they have acted correctly in reporting the incident and that the complaint is important;
- If a pupil reports bullying the parents of the victim may be informed. If parents have reported the problem they will be kept informed;
- The victims of bullying will be counselled on coping with such situations. The victim will be seen at regular intervals by an appropriate member of staff to ensure the situation has improved;
- The bully will be dealt with in a calm and reasonable manner. The aim is to make the bully see the unacceptable nature of his/her actions by raising awareness, to deter him/her from repeating that behaviour and to signal to others that such behaviour is unacceptable. He/she will be provided with clear feedback on the extent of the distress caused. The bully often does not realise this and providing feedback often alleviates the problem. It is not likely that a bully will be punished in the first instance. Education and raising awareness is considered to be more effective and consistent. If bullying is dealt with too severely in the first instance it will almost certainly mean that the pupils/victims will be less inclined to report it;
- Sanctions for bullying are intended to hold pupils who bully to account for their actions and to ensure that they face up to the harm they have caused and learn from it. Through a restorative justice approach, pupils are provided with the opportunity to agree the actions to be taken to repair the harm they have caused;
- Any action is dependent on the type of bullying and any previous history. The bully's behaviour will be monitored over a subsequent period by those staff having contact with him/her.

## PREVENTATIVE MEASURES



Bullying can only be stopped through a combination of prevention and response. At Fairstead House we take measures and develop appropriate strategies to prevent bullying and to deal effectively with bullying should it arise, in order that pupils feel safe and do not identify bullying as a problem in the School.

- The School works hard at establishing attitudes to bullying through pastoral time, assemblies and subject opportunities. The PSHEE programme provides a co-ordinated and vigorous approach to the topic of bullying in order to produce the desired attitudes. Pupils know what constitutes bullying in the eyes of the School and the School's attitude to it will be put across clearly and frequently;
- The curriculum can enhance this policy in two ways:
  - by dealing with the topic of unacceptable behaviour in a way which explores why it happens and suggesting alternative ways of behaving and of dealing with difficulties;
  - by teaching methods which encourage co-operative work in a variety of groupings, so that pupils extend their relationships beyond just a small group of friends.
- All our pupils are encouraged to tell a member of staff at once if they know that bullying is taking place;
- Staff are trained in how to respond to bullying and are alert to possible signs of bullying
- All reported incidents are recorded and investigated at once. We always monitor reported incidents;
- Our School Wellbeing Lead plays an important part of our pastoral support service, providing specialist skills of assessment and counselling;
- We reserve the right to investigate incidents that take place outside school hours, on school visits and trips and that occur in the vicinity of the school, involving our pupils;
- We offer guidance on the safe use of social networking sites and we expect all pupils to adhere to the e-safety guides. Certain sites are blocked by our filtering system and our IT Department can monitor pupils' use and the school may impose sanctions for the misuse, or attempted misuse of the internet;

Parents and pupils should refer to our Complaints procedure if they feel that their concerns about bullying are not being addressed satisfactorily.

Parents of EYFS children should be aware that they have the right to refer a complaint directly to Ofsted if they are unhappy about the way it is being handed.

#### **ADDITIONAL SOURCES OF GUIDANCE AND INFORMATION**

**Childline:** 0800 111111

**NSPCC:** 0808 800 5000



FAIRSTEAD HOUSE

**Samaritans:** 08457 90 90 90

**Ofsted:** There is the possibility of reporting concerns or allegations to Ofsted. Anyone wishing to do this should contact the Ofsted helpline on 0300 1231231, or email [enquiries@ofsted.gov.uk](mailto:enquiries@ofsted.gov.uk).

Ofsted have produced a leaflet that gives information about how to raise concerns about schools; how to raise concerns with Ofsted; what Ofsted can and will do when they receive complaints; and Ofsted's enforcement and other powers. The leaflet, 'Complaints to Ofsted about schools: guidance for parents' can be found at Ofsted Guidance - Complaints about schools.

**BullyingUK** Tel: 0808 800 2222

Email or Live Chat via the website [www.bullying.co.uk](http://www.bullying.co.uk)

Advice line for pupils, parents and schools.

**Children's Legal Centre:** Tel: 0808 802 0008

Publications and free advice line on legal issues.

**Kidscape**

Anti-Bullying Helpline: 08451 205 204

[info@kidscape.org.uk](mailto:info@kidscape.org.uk)

Has a wide range of publications for young people, parents and teachers.