



CLIFTON PRIMARY SCHOOL
Anti-Bullying and Cyber-Bullying Policy

'Enjoy and Achieve Together'

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Next Review Date	July 2023
Committee Responsible	Governing Body
Document locations	Staff shared Drive – Policies

Change History

Version	Date	Change Description	Stored
1.	28/03/2022	Homophobic/Biphobic/Transphobic section added.	21.22 Policies
2	21.04.22	Annex added – Child friendly anti-bullying policy.	
3	05/07/22	Annex added- report cards and lunchtime reflection club	
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Anti - Bullying Policy

Rationale

Clifton Primary School is committed to the principle of helping children and adults to achieve more and places the happiness, welfare and safety of the children who attend the school as its highest priority. Clifton Primary School will endeavour to provide an environment that is safe and free from bullying. Bullying is not tolerated and staff at the school will act swiftly and firmly to deal with any situations which arise.

Clifton Primary School has written this policy to ensure that best practice and procedures are carried out at the school. This policy complies with the legal requirements of the Early Years Foundation Stage statutory framework.

Aims

- To provide a safe, caring environment for the whole community and especially the children in our care.
- To instill in children that bullying is unacceptable and that reports of bullying will be taken seriously, recorded and acted upon.
- To reassure children that they will be listened to and will know that it is all right to tell.
- To listen to the concerns of parents and keep them informed of actions taken in response to a complaint.
- A full investigation will follow any report of bullying with detailed records kept of incidents, reports and complaints.
- To take appropriate action, including exclusion in cases of severe bullying.
- To monitor incidents of bullying during each academic year: The Headteacher will monitor and ensure records are kept of each incident.

Definition

The DCSF definition of bullying, as defined in their September 2007 Guidance: 'Safe to Learn: embedding anti-bullying in schools', is:

"Behaviour by an individual or group usually repeated over time, that intentionally hurts another individual or group either physically or emotionally."

Definitions of Types of Bullying:

Emotional: This form of bullying occurs when a person is deliberately (or excludes another person by) being overtly nasty or unkind. An example of emotional bullying is encouraging people not to play with somebody or making fun of somebody.

Physical: This form of bullying involves a deliberate physical act which results in injury or hurt feelings. Examples include punching, slapping or kicking.

Psychological: This is a very complex form of bullying which involves deliberate acts which cause fear or anxiety in another person.

Implementation of Policy

Preventing Bullying Behaviour

- The Headteacher (Mrs L. Jones) and staff will make every effort to create a safe, secure and caring environment in the school, where bullying is not acceptable in any form.
- The school/home contract must be signed by parents and children before the place at the school commences. The Headteacher will discuss the expected levels of behaviour prior to the child starting with the school.
- Circle time sessions, drama and role play sessions will be facilitated to explore issues connected with bullying and its consequences at levels appropriate to the age of the children attending the school.

Procedures for Dealing with Bullying Behaviour

When dealing with suspected incidents of bullying staff will be guided by the following principles:

- 1. Never ignore suspected bullying.*
- 2. Do not make premature assumptions. Listen to both sides of the story.*
- 3. Listen carefully to all people– more than one child with the same version does not mean they are telling the truth.*
- 4. Use a logical approach that moves pupils forward and focuses on making things right.*
- 5. Follow up the issue to check bullying has not reoccurred.*
- 6. Record information in detail outlining any incidents and conversations.*

In the event of incidents which have been identified as ‘bullying’ the following principles and procedures will be followed at Clifton Primary School

- Incidents of bullying at the school will be investigated thoroughly and sensitively following the school policy. Any reported incidents must be reported to the Headteacher immediately.
- Children will be encouraged to report any incident of bullying that they experience or witness. Staff will reassure children that what they say will be listened to and taken seriously and detailed notes must be made clearly stating the allegation the child has made.
- The procedures will be explained to the child so that they are fully aware of the action to be taken. An incident form on our behaviour logging system ‘Trackitlights’ must be completed outlining the incident, the behaviour card given (usually red) and action to be taken and this must be copied to the parent and stored in the main school file.
- Staff members have a duty to inform the Headteacher of any bullying incidents they witness or suspect involving children or adults at the school.
- The victim of bullying will be comforted and supported by members of staff. Children will be closely supervised and their emotional well being will be checked regularly.
- In the majority of cases, bullying behaviour will be dealt with according to the strategies set out in the Behaviour Management policy. This will involve working and talking with the bully to help them understand the impact of their behaviour and helping them make changes to prevent any occurrence of the behaviours causing concern.

Sanctions for perpetrating bullying behaviour bully may include:

- 1. Verbal reprimand by the Headteacher.*
 - 2. Discussions with parents/carers where appropriate.*
 - 3. Yellow/red cards recorded in line with behaviour policy.*
 - 4. Withdrawal of children from activities at the school.*
 - 5. Report card*
 - 6. Loss or reduced break times for a period. Children to attend lunchtime reflection club.*
 - 7. Fixed period of exclusion from school.*
 - 8. Permanent exclusion from the school may be used depending on the severity of the incident.*
- If a child has been the perpetrator of bullying the Headteacher will inform their parent, carer or guardian and if necessary have a formal meeting with the parents to discuss the issues and identify solutions to the problem.
 - If a staff member has been the perpetrator of bullying this will be dealt with by the Headteacher in accordance with the Staff Competency and Disciplinary Policy.
 - The school may refer to the Home/School contract signed by the parent/carers and child to make clear the expected level of behaviour at the school.
 - Where bullying behaviour persists and is not stopped by using the strategies outlined in the Behaviour Management Policy, more serious actions may have to be taken if the behaviour is causing significant harm to another child or adult.
 - If a parent or carer is unhappy with any aspect of the way the school handles the issue of bullying they may refer to the School's Complaints policy.

Disability Equality Impact Assessment

This policy has been written with reference to and in consideration of the school's Disability Equality Scheme. Assessment will include consideration of issues identified by the involvement of disabled children, staff and parents and any information the school holds on disabled children, staff and parents.

Any questions or concerns regarding this policy should be made to Clifton Primary School

Homophobic, Biphobic and Transphobic Bullying

Rationale

At Clifton we want every member of the school family to feel valued, respected and safe. We want to ensure everybody is treated fairly and well. We want an ethos that is built on trust and respect for all. We want to ensure that there is inclusion and equality of opportunity in all aspects of school life for everyone.

Definition

- Homophobic: having or showing a dislike of or prejudice against gay people.
- Biphobic: having or showing a dislike of or prejudice against bisexual people.
- Transphobic: having or showing a dislike of or prejudice against transsexual or transgender people.

Homophobic/Biphobic language is terms of abuse used towards lesbian, gay and bisexual people or those perceived to be LGBTQ+. It is also used to refer to something or someone as inferior. This may also be used to taunt young people who are different in some way or have gay friends, family members or their parents/carers are gay. Transphobic language is terms of abuse towards transgender people.

Dismissing it as banter is not helpful, as even if these terms are not referring to a person's sexuality, they are using the terms to mean inferior, bad, broken or wrong. We will challenge the use of homophobic/biphobic/transphobic language in our school, even if it appears to be being used without any homophobic or transphobic intent. Persistent use of homophobic/transphobic language or homophobic/transphobic bullying will be dealt with as with any other form of bullying.

Anti Cyber-Bullying Policy

Rationale

At *Clifton Primary School*, children have embraced the use of information and communication technologies to maintain contact with friends and make new ones. They send emails, create their own websites, send text messages and images via mobile phones, message each other through IMs (instant messages) including Whatsapp, chat in chat rooms, chat on online gaming groups and seek out new friends in social networking sites.

Clifton Primary School understands that while most interactions are positive, there are increasing reports of these technologies being used to harass and intimidate others. This has become known as cyber-bullying. *Clifton Primary School* will educate and support the

children at the school to protect themselves from the threat of cyber-bullying and understand the impact on victims.

Definition

At **Clifton Primary School**, we define Cyber-bullying as when someone is tormented, threatened, harassed, humiliated, embarrassed, or otherwise targeted by another child, pre-teen or teen using the internet, interactive and digital technologies or mobile phones. It has to be a minor on both sides, or at least have been instigated by a minor against another minor.

There are many types of cyber-bullying and the following are some of the most common:

- **Text Messages** – *that are threatening or cause discomfort*
- **Picture/Video Clips** – *via mobile phone cameras – images sent to others to make the victim feel threatened*
- **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 language, often sent using a pseudonym or somebody else's name*
- **Chat room Bullying** – *menacing or upsetting responses to children or young people when they are in web-based chat rooms including online gaming e.g. PS and XBox*
- **Instant Messaging (IM)** – *unpleasant messages sent while children conduct real time conversations online using Whatsapp or Facebook Messenger although there are others*
- **Bullying via Websites/Apps** – *use of defamatory blogs (web logs), personal websites and online personal 'own web space' sites such as TikTok, Facebook, Snapchat and Instagram– although there are others.*

Staff at **Clifton Primary School** have the responsibility to ensure that:

- *all forms of cyber bullying are prohibited at school*
- *staff are aware of cyber-bullying and are able to identify and look for signs of occurrence among the children*
- *students are aware of the consequences of cyber-bullying*
- *a code of conduct is in use for technology, including computers and mobile phones, whilst on the school premises*

- *all cases of cyber-bullying are reported to the Deputy Headteacher (Mrs A Mcilveen/Headteacher (Mrs L Jones) and responded to promptly*
- *There is supervision of technology that is effective for monitoring and deterring cyber-bullying.*

Children at **Clifton Primary School** have a responsibility to ensure that:

- *Mobile phones are handed in to the class teacher and stored in a box until the end of the day*
- *They do not participate in cyber-bullying*
- *They do not use mobile phones, cameras or other digital devices to record audio and visual material that is not authorised as part of the school curriculum program*
- *They do not breach the privacy of students, staff and members of the school community through any unauthorised recording or filming*
- *They do not disseminate inappropriate information through digital media or other means*
- *They report incidents of cyber-bullying to a member of staff*
- *They advise children being victimised by cyber-bullying to talk to an adult*
- *They offer to speak to an adult on behalf of the student who is being victimised by cyber- bullying.*

At **Clifton Primary School**, we are committed to developing a safe environment where the students act respectfully and positively towards each other in acceptable and non-threatening ways.

How children can protect themselves from cyber-bullies:

- 1. Do not give anyone access to your passwords or provide people you don't trust with your phone number.**
- 2. Be careful which websites you post personal information on.**
- 3. Do not open emails or read text messages from unidentified names or phone numbers.**
- 4. Do not join groups with strangers on Apps/messaging platforms/on-line gaming**
- 5. Tell a teacher or a member of the Senior Leadership team**
- 6. First and foremost, save original evidence (emails, instant messages, etc) with dates and times.**

ICT and Mobile Phone Policy

At **Clifton Primary School** if a cyber-bullying incident directed at a child occurs using email or mobile phone technology, either inside or outside school time we will take the following steps:

- *Advise the child not to respond to the message*
- *Refer to relevant policies, e.g. e-safety/acceptable use, anti-bullying and PSHRE and apply appropriate sanctions*
- *Secure and preserve any evidence*
- *Inform the sender's email service provider*
- *Notify parents of the children involved*
- *Consider delivering a parent workshop for the school community*
- *Consider informing the police depending on the severity or repetitious nature of the offence. The school recognises that some cyber-bullying activities could be a criminal offence under a range of different laws including: the Protection from Harassment Act 1997; the Malicious Communication Act 1988; section 127 of the Communications Act 2003 and the Public Order Act 1986.*

At **Clifton Primary School** malicious or threatening comments are posted on an internet site or Social Networking Site about a pupil or member of staff we will also:

- *Inform and request that the comments be removed if the site is administered externally*
- *Secure and preserve any evidence*
- *If appropriate, send all the evidence to www.ceop.gov.uk/contact_us.html if of a sexual nature*
- *Endeavour to trace the origin and inform the police / Bridge as appropriate.*

Support for Victims of Cyber-bullying

At **Clifton Primary School** we will provide the following support:

- *Offer emotional support; reassure them that they have done the right thing in telling*

- *Advise the person not to retaliate or reply. Instead, keep the evidence and take it to their parent or a member of staff*
- *Advise the person to consider what information they have in the public domain*
- *Unless the victim sees it as a punishment, they may be advised to change details e.g. mobile phone number*
- *If hurtful or embarrassing content is being distributed, try to get it removed from the web. If the person who posted it is known, ensure they understand why it is wrong and ask them to remove it. Alternatively, contact the host provider and make a report to get the content taken down*
- *Confiscate mobile phone, ask pupil to delete the offending content and say who they sent it on to.*
- *Contact the Police in cases of actual/suspected illegal content*
- *In some cases, the person being bullied may be able to block the person bullying from their sites and services*

Working with Parents

At **Clifton Primary School** we believe parents are crucial in the battle to prevent cyber-bullying. At **Clifton Primary School** we have developed a home-school agreement that includes clear statements about e-communications.

The following information will be made available to parents:

- *What to do if problems arise*
- *E-communication standards and practices in school*
- *What's being taught in the curriculum*
- *Supporting parents and pupils if cyber-bullying occurs by:*
 - ✓ *Assessing the harm done*
 - ✓ *Identifying those involved*
 - ✓ *Taking steps to repair harm and to prevent recurrence*

Responsibilities of Parents and Carer's at *Clifton Primary School*

- Regularly check your child's mobile phone to ensure they are making the correct choices.
- Be aware, your child may as likely cyberbully as be a target of cyberbullying. What might be intended as a joke or friendly banter on the part of the sender may not be interpreted as that by the recipient. Be alert to your child seeming upset after using the internet or mobile phone. This might involve subtle comments or changes in relationships with friends.
- Talk with your children and understand the ways in which they are using the internet and their mobile phone (see advice for young people).
- Be aware of the websites and applications your children use, and of any safety or privacy features these may contain.
- Remind children not to reply to bullying online.
- Keep the evidence of bullying emails, text messages or online conversations.
- Report cyberbullying: contact your child's school if it involves another pupil so that they can take appropriate action; contact the service provider or website; if the cyberbullying is serious and a potential criminal offence has been committed consider contacting the police.

Responsibilities of Governing Body at *Clifton Primary School*

- *Read, understand, contribute to and help promote the school's eSafety policies and guidance.*
- *Develop an overview of the benefits and risks of the internet and common technologies used by pupils.*
- *Develop an overview of how the school ICT infrastructure provides safe access to the internet.*
- *Develop an overview of how the school encourages pupils to adopt safe and responsible behaviours in their use of technology in and out of school.*
- *Support the work of the eSafety group in promoting and ensuring safe and responsible use of technology in and out of school, including encouraging parents to become engaged in eSafety activities.*
- *Ensure appropriate funding and resources are available for the school to implement their eSafety strategy.*

Evaluating the policy and its effectiveness

At ***Clifton Primary School***, the Policy will be reviewed annually and also in light of any technological advancements that may arise before this date. The School Council will be used to gather pupil's opinions and points of view. There will be an annual evaluation and review of recorded cyber-bullying incidents and their outcomes. The school will endeavour to publicise findings; celebrating what works and what improvements are planned for the coming year.

Disability Equality Impact Assessment

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Any questions or concerns regarding this policy should be made to Clifton Primary School

Who can I tell?



What should I do?

BE
EMPOWERED!
START
TELLING
RESPONSIBLE
OTHERS.
NEVER
GIVE UP!



Who can help?

There are lots of people to help you at Clifton Primary. We aim to ensure that everybody is safe and happy at our school. Speak to:

1. Your class teacher;
2. Your phase lead;
3. The pastoral team;
4. The golden owls.

The pastoral includes:

Mrs Jones
Mrs McIlveen
Mrs Shepherd
Mrs Roaden
Miss Sharpe

Golden owls:

Erin	Eve
Daisy	Freya
Kaden	Logan
Amir	Velizar
Jeremiah	Lillibeth
Ersela	Fahron



Clifton
Primary School

**Anti-bullying
policy for pupils**



Anti-bullying at Clifton

- ♦ Our school aims to be a caring, friendly and safe place for all of our pupils.
- ♦ Clifton Primary is a place where all of our pupils have the right to be themselves.
- ♦ Everyone is treated equally and we promote kindness and respect for all.

What is bullying?



CLIFTON PRIMARY
WILL NOT TOLLERATE
BULLYING OF ANY
KIND!

Bullying can be based on...

race religion culture
disabilities appearance class
sexual orientation belief
gender identity gender

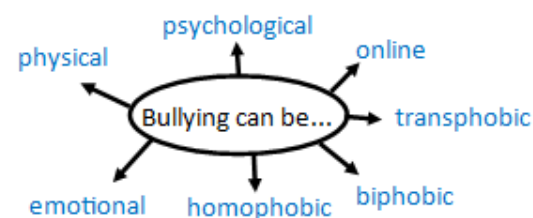


What you should do

1. Do not respond to the bully.
2. Walk away.
3. Tell someone you can trust.
4. Always remember you have the right to be happy and safe.



Different forms of bullying



Physical - hitting or using inappropriate or unwanted physical contact towards someone.

Psychological - deliberately excluding or Ignoring someone.

Online - texts, emails or other social media to write or say hurtful things about someone.

Emotional - deliberately being overtly nasty or unkind, encouraging people not to play with somebody or making fun of somebody.

Homophobic - prejudice or negative attitudes, beliefs or views about lesbian, gay or bi people. This can also include denying somebody's lesbian, gay or bi identity or refusing to accept it.

Transphobic - the fear or dislike of someone based on the fact they are trans, including denying their gender identity or refusing to accept it.

Biphobic - dislike of someone who identifies as bi based on prejudice or negative attitudes,