



# OUR LADY AND ST HUBERT'S CATHOLIC PRIMARY SCHOOL

## Anti- Bullying Policy 2024

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Ratified by:	Local Governing Board
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Policy Review Date:	September 2025
Post Holder Responsible for Review:	Local Governing Board Ms O'Beirne



## Introduction

At Our Lady and St Hubert's School, we are aware that pupils may be bullied in any school or setting, and recognise that preventing, raising awareness and consistently responding to any cases of bullying should be a priority to ensure the safety and well-being of our pupils.

In line with the Equality Act 2010, it is essential that our school:

- Eliminates unlawful discrimination, harassment, victimisation and any other conduct prohibited by the Act;
- Advance equality of opportunity between people who share a protected characteristic and people who do not share it; and
- Foster good relations between people who share a protected characteristic and people who do not share it.

At Our Lady and St Hubert's School, we are committed to safeguarding and promoting the welfare of pupils and young people and expect all staff and volunteers to share this commitment. Under the Children Act 1989, a bullying incident should be addressed as a child protection concern when there is 'reasonable cause to suspect that a pupil is suffering, or is likely to suffer, significant harm'. Where this is the case, the school staff should report their concerns to their Local Authority's safeguarding team.

This policy is closely linked with our Behaviour Policy, our Safeguarding and Child Protection Policy, our School Code of Conduct and the School's Vision, Aims and Values.

## Principles

It is the responsibility of the governing body and SMT to ensure that all members of the school community work within a safe and enabling environment.

1. To ensure that bullying is tackled effectively in our school.
2. To ensure and show that the school cares and makes clear to those children who use bullying behaviour that their behaviour is unacceptable.
3. To ensure the day-to-day life of the school devotes time to suitable strategies to use when dealing with this problem.
4. To praise exemplary behaviour and improved behaviour.

## **What do we mean by bullying?**

"Bullying is behaviour by an individual or group, usually repeated over time, that intentionally hurts another individual or group either physically or emotionally"

(DCSF 2007 Safe to Learn)

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, physical/social disability, personality, etc.*

**c) Indirect:**

*For example, spreading rumours (see also using technology)*

**d) Using technology:**

*For example bullying by text, email, messenger service, social media*

**e) Exclusion:**

*A child can be bullied simply by being excluded from discussions/activities.*

**f) Damage to Property or Theft:**

*Pupils may have their property damaged or stolen. Physical threats may be used by the bully in order that the pupil hands over property to them.*

Children with special educational needs or disabilities have described other forms of bullying which they experience:

**g) Manipulative behaviour:**

*For example being made to steal from a shop or undertaking a humiliating task*

**h) Conditional friendships:**

*Such as being allowed to be part of the group if the victim agrees to certain behaviours inflicted by the group*

**i) Bullying that deliberately **takes advantage** of or exploits their disability**

People can be bullied for different reasons or no reason at all. Bullying can be related to:

- Race, religion or culture
- Special educational needs or disabilities
- Appearance or health conditions
- Perceived sexual orientation and homophobia
- Circumstances at home
- ANY perceived difference

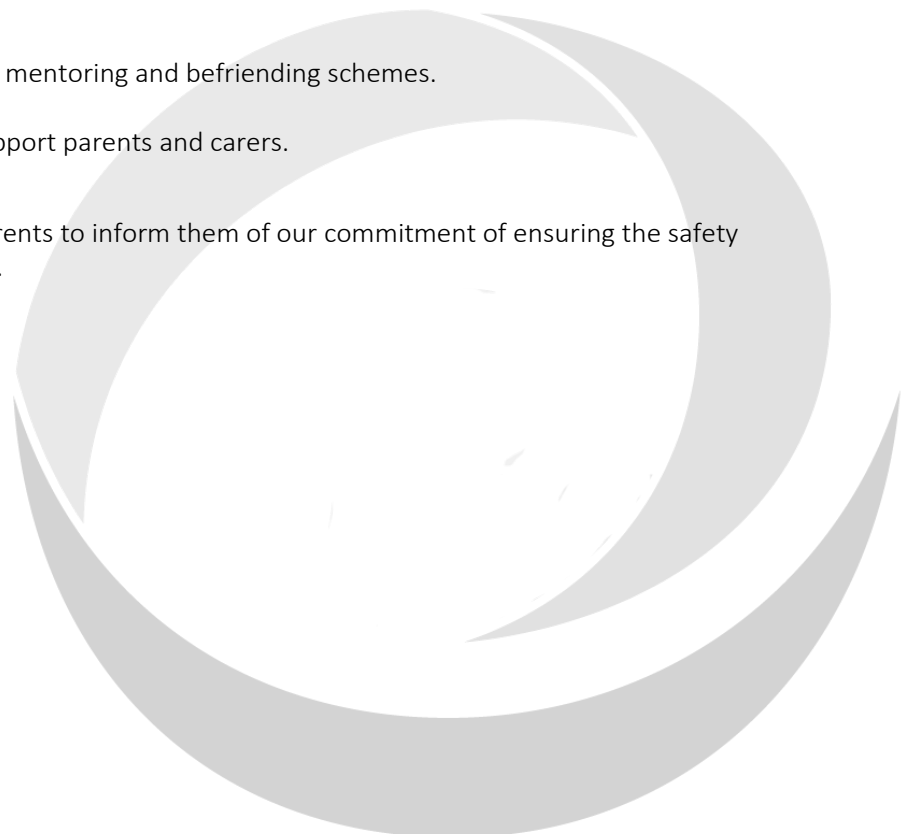
At Our Lady and St Hubert's we are inclusive and support and acknowledge all of our children and celebrate their differences in culture, race, religion etc.

### **What is not bullying?**

It is important that children/parents/carers realise that not all hurtful behaviour is bullying, but all hurtful behaviour is **unacceptable** in school. Isolated incidences of the behaviours mentioned can occur amongst children when they fall out and are not in fact bullying. Some children try out these kinds of behaviours, in the course of growing up, and it is the duty of parents/carers and the school to show clearly what is and is not acceptable behaviour between human beings. Isolated incidences are dealt with by following the school's Behaviour Policy. Genuine bullying involves systematic and frequently repeated acts focused on one or more individuals.

**How will this school prevent bullying?**

- We will share our anti bullying expectations with pupils, parents and staff on an ongoing basis.
- We will develop an ethos where every child feels safe and valued by reliable and responsible adults.
- We will make clear our zero-tolerance stance on bullying for **everyone**: adults and children alike.
- We will promote and raise awareness of anti-bullying strategies through lessons and events, working with the LA where possible. We will teach about cyber bullying and e-safety
- We will use our R.E, Citizenship and PHSE curriculum to promote anti-bullying messages.
- Staff will be trained and briefed in safety and anti-bullying procedures.
- The school will develop systems for preventing bullying e.g. building self-esteem and social skills, circle time, counselling.
- The Principal will ensure that the Local Governor Board are informed of any bullying issues, ensuring the policy is regularly reviewed.
- Teachers will be consistent in the way they deal with bullying, with reference to the school's policy for Positive Behaviour and Discipline.
- Our ethos and curriculum will teach children to respect difference and value diversity.
- We will develop peer support, mentoring and befriending schemes.
- We will always involve and support parents and carers.
- Newsletters will be sent to parents to inform them of our commitment of ensuring the safety and well-being of the children.



### **What Can Children Do If They Are Being Bullied?**

Each term and when incidents occur, class teachers will discuss bullying and reinforce the following strategies with children:

- a) Remember that keeping quiet will not change the situation – it might even help the bullying to get worse.
- b) Remember that you do not deserve to be bullied and that it is wrong.
- c) Be proud of who you are. It is good to be individual.
- d) Try not to show that you are upset. It is hard, but a bully thrives on someone's fear.
- e) Stay with a group of friends/people. There is safety in numbers.
- f) Be assertive – shout “No!” Walk confidently away. Go straight to a teacher or member of staff.
- g) Fighting back may make things worse.
- h) It is best to tell an adult you trust straight away. You will get immediate support. If you do not get the help you need KEEP TELLING UNTIL YOU GET HELP!
- i) Teachers and school staff will take you seriously and will deal with the bullies in a way which will end the bullying and will not make things worse for you.
- j) The promotion of buddy systems, peer mediators and the friendship pole for peer support.

### **What do you do if you Know Someone Is Being Bullied?**

- a) Take action! Watching and doing nothing looks as if you are on the side of the bully. It makes the victim feel unhappier and on their own.
- b) If you feel you cannot get involved, tell an adult immediately. Teachers will deal with the bully without getting you into trouble. If you do not get the help you need – keep telling until you get help.
- c) Do not be, or pretend to be, friends with a bully.

#### Role of Parents

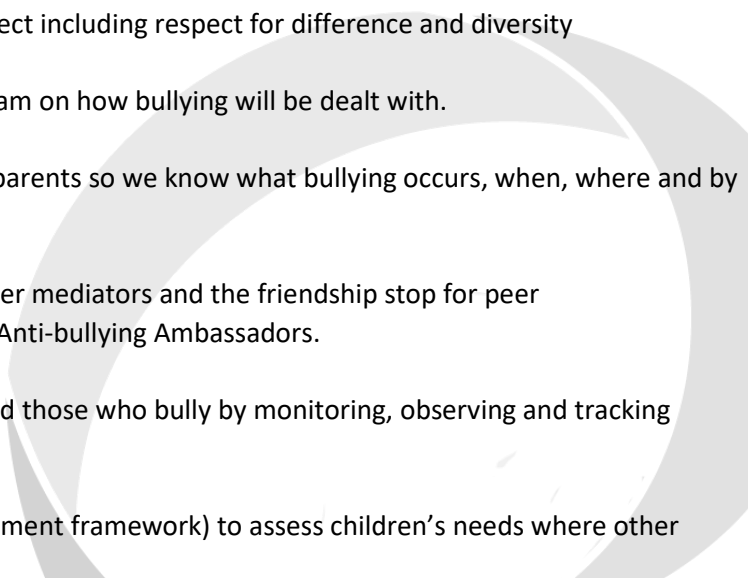
Parents have an important part to play in our anti-bullying policy. We ask parents to:

- Look out for unusual behaviour in your children – for example, they may suddenly not wish to attend school, feel ill regularly, or not complete work to their usual standard.
- Always take an active role in your child's education. Enquire how their day has gone, who they have spent their time with, etc.

- If you feel your child may be a victim of bullying behaviour, inform school immediately. Your complaint will be taken seriously and appropriate action will be taken immediately.
- If a child has bullied your child, please do not approach that child or their parents on the playground or involve an older child to deal with the bully. Please inform school immediately.
- It is important that you advise your child not to fight back. It can make matters worse!
- Tell your child that it is not their fault that they are being bullied.
- Reinforce the school's policy concerning bullying and make sure your child is not afraid to ask for help.
- If you know your child is involved in bullying, please discuss the issues with them and inform school. The matter will be dealt with appropriately and supportively.
- Parents will be consulted and will be given opportunity to express their views in a survey on all areas of school life and how they feel school deals with certain issues. This includes the safety and emotional well-being of their child.
- Parents and children will be regularly made aware of the issue of bullying posters, Anti-bullying Week and the school's annual survey.

### **Strategies for Dealing with Bullying**

This school's response to bullying is to be underpinned by:

- A strong ethos of tolerance and respect including respect for difference and diversity
  - Strong leadership from the senior team on how bullying will be dealt with.
  - A close relationship with pupils and parents so we know what bullying occurs, when, where and by whom.
  - The promotion of buddy systems, peer mediators and the friendship stop for peer Support. In the future we aim to train Anti-bullying Ambassadors.
  - Caring for both victims of bullying and those who bully by monitoring, observing and tracking future progress.
  - We will use the CAF (common assessment framework) to assess children's needs where other agencies may be needed.
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- The appropriate course of action taken by the school will be dependent on the nature of the bullying (group/individual). If the bullying is a whole school issue this will be addressed in a whole school assembly where appropriate.
- We will record all incidents and monitor trends regularly.

**If bullying is reported or suspected, we will:**

a) Talk to the victim / suspected victim, and any witnesses. We will take steps to ensure the privacy and dignity of all concerned and ensure that our actions do not escalate the bullying.

b) Identify the bully and talk about what has happened, to discover why they became involved. Make it clear that bullying is not tolerated at Our Lady and St Hubert's. We will support both the victim and the one/s bullying to ensure the incident/s stop and do not reoccur.

c) Parents will be informed of the incident and will be advised of the action the school will be taking or has already taken.

d) If the bully owns up then sanctions procedures outlined in the Behaviour Policy will be followed.

e) An additional sanction may be to arrange for that child to be escorted by their parents / carers from the school premises.

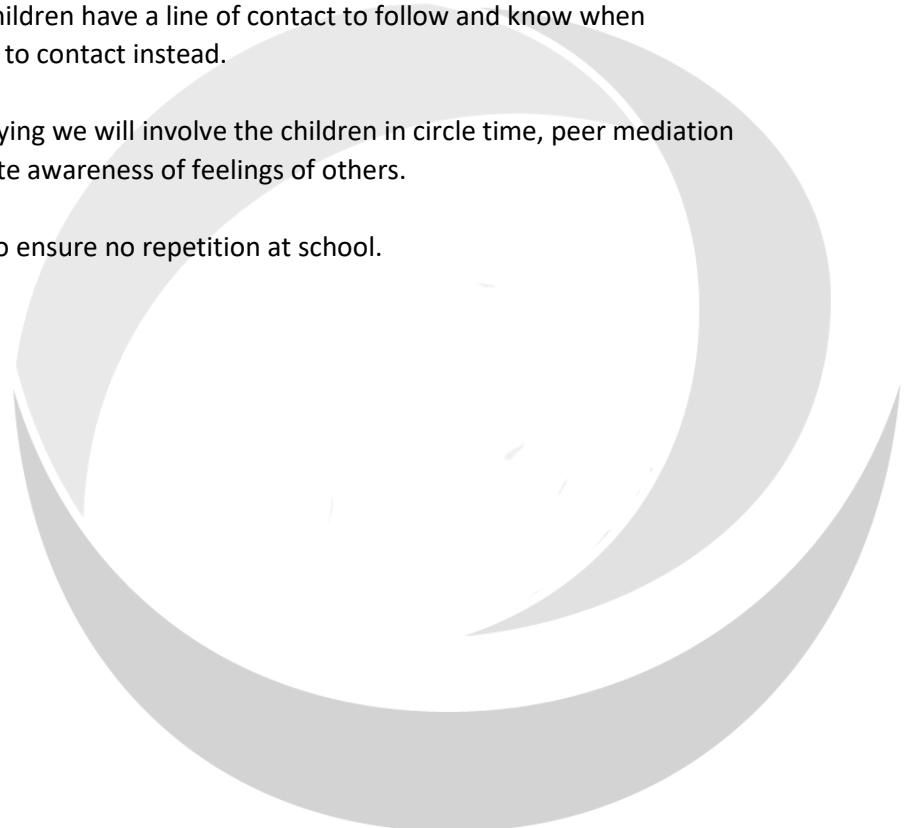
f) Incidents of bullying are recorded as such on SAFEGUARD. This information will then be passed onto senior members of staff and will help inform all members of staff involved with the children.

g) If the suspected bully does not own up, investigate further. If it is clear that they are lying, continue with the procedure.

h) In instances of bullying, staff and children have a line of contact to follow and know when members of that line are absent, who to contact instead.

i) When dealing with instances of bullying we will involve the children in circle time, peer mediation and other schemes in order to promote awareness of feelings of others.

j) Continue monitoring the situation to ensure no repetition at school.



APPENDIX 1  
ALLEGED /ACTUAL AID MEMORIE FORM RE: BULLYING

Date and time report made	
Report made by	
Report made to	
Description of incident as reported including time, place people involved, adults & pupils	
Action taken immediately/investigation undertaken	
Findings of investigation	
Action taken following investigation including any meetings held	
Parents consulted? – details	
Others consulted if any, including outside agencies	
Follow up action taken	
Additional follow up action required	
Signature of the pupils to confirm understand and happy with action taken	



**Procedures, Reporting and Recording**

**Pupils and / or witnesses report bullying (or possible or perceived bullying) incidents to any member of staff, who in turn report incident to the Principal, Mrs Downes or Acting Deputy Principal, Mrs Edge, (named persons in charge of overseeing bullying).** Children may report directly to named persons.

The bullying behaviour or threats of bullying have been investigated by staff or named persons (if more serious), and the **bullying stopped quickly.**

**In serious cases** (e.g., especially aggressive, persistent or distressing for victim) parents should be informed immediately by phone or face to face and will be asked to come in to a meeting to discuss the problem.

If necessary and appropriate, police will be consulted.

The Principal will use Safeguard Software to record bullying (**perceived and actual**) incidents

Additional reporting mechanisms include the Hippo Board to put name on wellbeing room door which is used for various reasons, or a Year 6 Play Pal who is anti-bullying trained, who would know that it is important to be help the young person feel that they can trust them, can be approached.

**Outcomes**

The bully (bullies) may be asked to genuinely apologise.

Other consequences may take place e.g. sanctions for breaking school rules - withdrawal of privileges and / or playtimes; Behaviour Diary.

In serious cases, suspension or even exclusion will be considered.

If possible, the pupils will be reconciled.

The victim will be offered support by learning mentor.

An attempt will be made to help the bully (bullies) change their behaviour, e.g. through mentor and through focusing prevention strategies (See Prevention section below).

After the incident / incidents have been investigated and dealt with, each case will be monitored to ensure repeated bullying does not take place. Staff (e.g. teaching, dinner supervisors) will be made aware (by Principal) of situations that require monitoring

If bullying persists, further sanctions will incur, and support and prevention strategies will be put in place.

**Sanctions**

If the Principal is satisfied that bullying did take place, the pupil will be helped to understand the consequences of their actions and warned that there must be no further incidents.

The Principal informs the pupil of the type of sanction to be used in this instance (detentions, service-based activities, etc.) and future sanctions if the bullying continues.

Where possible, the Principal will attempt reconciliation and will obtain a genuine apology from the bully. This will either be in writing to the victim (and/or witnesses if appropriate), or face-to-face.

The alleged perpetrator is made to realise, by speaking at least once per week with their Class Teacher, that some pupils do not appreciate the distress they are causing, and that they should change their behaviour.

Parents are informed of bullying incidents and what action is being taken, with due care and consideration to protect the privacy and safeguarding of all concerned.

The Milepost Leader and Principal informally monitors the pupils involved over the next half term.

**Support**

If the pupil visits their Class Teacher or staff within the Wellbeing Room, the appropriate staff member informally checks whether the bullying has stopped.

For a month after the initial complaint of bullying, the Class Teacher holds an informal discussion, on a weekly basis, to check whether the bullying has stopped.

The Principal holds a formal meeting, on a monthly basis, to check whether the bullying has stopped – these formal meetings will continue to take place once a month until the Principal or other Safeguarding Member and victim are confident the bullying has stopped.	
If necessary, group dynamics are broken up by members of staff by assigning places in classes.	
The victim is encouraged to tell a trusted adult in school if bullying is repeated.	
The victim is encouraged to broaden their friendship groups by joining lunchtime or after-school club or activity.	
The school, where appropriate, will work with the victim to build resilience, e.g. by offering emotional therapy.	
The school realises that bullying may be an indication of underlying mental health issues. Alleged perpetrators may be required to attend a counselling session provided by school, to assist with any underlying mental health or emotional wellbeing issues.	
The school, where necessary, will work with the alleged perpetrator regarding any underlying mental health or emotional wellbeing problems.	

**Commitment to Equality:**

We are committed to providing a positive working environment which is free from prejudice and unlawful discrimination and any form of harassment, bullying or victimisation. We have developed a number of key policies to ensure that the principles of Catholic Social Teaching in relation to human dignity and dignity in work become embedded into every aspect of school life and these policies are reviewed regularly in this regard.

This Policy has been approved and adopted by Our Lady and St Hubert’s Catholic Primary School on 12<sup>th</sup> September 2024 and will be reviewed in September 2024. Updated 10<sup>th</sup> April 2024

Signed by the Chair of the Local Governing Body for Our Lady and St Hubert’s Catholic Primary School:

Mr B King

*Bernard King*

Signed by the Principal for Our Lady and St Hubert’s

Ms O O’Beirne

*Olga O’Beirne*

