St Francis of Assisi Catholic Primary School

Anti-Bullying Policy

Learning and Growing Together in God's Love

September 2026

Review date: September 2027

Statement of Intent

At St Francis of Assisi Catholic Primary School we are committed to providing a caring, friendly and safe environment for all members of our school community so that we can all learn in a relaxed and secure atmosphere. Bullying of any kind is unacceptable at our school. If bullying does occur, everyone should be able to tell and know that incidents will be dealt with promptly and effectively. We are a *TELLING* school. This means that *anyone* who knows that bullying is happening is expected to tell the staff.

Objectives

- All governors, members of staff, pupils and parents should have a clear, shared understanding of what bullying is.
- All pupils and parents should know what the school policy is on bullying, and what they should do if bullying arises.
- All governors and members of staff should know what the school policy is on bullying, and follow the correct procedures when bullying is reported.
- Pupils and parents should know we take bullying seriously and should be assured that they will be supported when bullying is reported.
- Bullying will not be tolerated.

What Is Bullying?

Bullying is the deliberate use of aggressive or unkind actions to hurt[1] another person, usually over a sustained period of time. Bullying results in pain, fear and/or distress to the victim. Generally, it is difficult for the victim to defend himself or herself.

Bullying can be:

- Indirect/emotional, being unfriendly, excluding, tormenting
- Physical pushing, kicking, hitting, nipping or any use of violence
- Verbal name-calling, sarcasm, racist or sexist remarks, teasing

Bullying is *not* occasionally falling out, arguing or fighting.

Why is it Important to Respond to Bullying?

Bullying hurts. No one deserves to be a victim of bullying. Everybody has the right to be treated with respect. Pupils who are bullying need to learn different ways of behaving.

As a school we have a responsibility to respond promptly and effectively to issues of bullying.

[1] Hurt could be hurting physically, emotionally or verbally

Signs and Symptoms

A child may indicate by signs or behaviour that he or she is being bullied. Adults should be aware of these possible signs and that they should investigate if a child:

- is unwilling to go to school
- becomes withdrawn anxious, or lacking in confidence
- becomes clingy to adults
- cries themselves to sleep at night or has nightmares
- feels ill in the morning
- begins to do poorly in school work
- lacks concentration
- becomes aggressive, disruptive or unreasonable
- is bullying other children or siblings
- stops eating
- is frightened to say what's wrong
- gives improbable excuses for any of the above

These signs and behaviours could indicate other problems, but bullying should be considered a possibility and should be investigated along with other possible causes.

Procedures For The Prevention Of Bullying

- clear policies and procedures for action
- positive, caring and considerate behaviour and attitudes will be encouraged and promoted through the school's strong Christian ethos and the school's Behaviour Policy and procedures
- The children's awareness and understanding of bullying will be raised through:
    - The PHSE curriculum
    - Circle Time
    - Assemblies
    - Anti-Bullying Week
    - Class and School Councils
- The children will be taught 'friendship' skills and other skills through:
    - The PHSE curriculum , including drama and role play
    - Circle Time
    - Co-operative group work
- Governor and staff awareness and understanding will be raised through:
    - Training and development activities

- Regularly reviewing and revising policies and procedures

- We will raise the awareness of parents through:
  - Newsletters
  - Anti-Bullying Week
  - Website
- Ensure that the playground environment is safe and stimulating with:
  - A variety of physical, social and creative activities
  - Quiet areas
  - Good quality supervision
  - Staggered playtimes
  - A 'Buddy' system
  - Ongoing training for MSAs
  - Regular meetings between MSAs and senior staff

Procedures

1. All incidents of bullying should be reported to a member of staff.
2. If bullying is suspected or reported the member of staff who has been approached will deal with the incident immediately.
3. In cases of serious bullying, the incidents will be recorded by staff on CPOMs, having first spoken to a DSL.
4. In serious cases parents should be informed and will be asked to come in to a meeting to discuss the problem
5. The bullying behaviour or threats of bullying must be investigated and the bullying stopped quickly
6. Sanctions will be used as appropriate and in consultation with all parties involved
7. An attempt will be made to help the bully (bullies) change his/her behaviour
8. If possible, the pupils will be reconciled

Children who have been bullied will be supported by:

1. being offered the opportunity to talk to an appropriate adult
2. being given reassurance
3. being offered ongoing support, e.g. pastoral support, restorative justice
4. helped to regain/restore self-esteem and confidence

Children who have bullied will be helped by:

1. discussing what happened
2. establishing the wrong doing and the need to change
3. finding out why the child acted as s/he did
4. helping the child to develop alternative behaviour strategies
5. involving the child's parents
6. the bully (bullies) may be asked to genuinely apologise.

The following disciplinary steps can be taken:

1. A verbal warning
2. Removing the child from the 'bullying' situation(s)
3. Sanctions e.g. Loss of Golden Time, loss of privileges – see Appendix A
4. In serious cases, exclusion will be considered
5. After each incident / incidents have been investigated and dealt with, each case will be monitored to ensure repeated bullying does not take place.

Monitoring, evaluation and review

We will review this policy annually and assess its implementation and effectiveness[2]. The policy will be promoted and implemented throughout the school.

[2] Through playground monitoring, monitoring of recorded incidents, questionnaires through the School Council, responses from parents

Appendix A
Procedure for dealing with Bullying

1. Once the behaviour is identified as bullying the incident should be reported to the Deputy Headteacher or Headteacher.

2. The victim and bully should be interviewed separately.

3. The victim's story should be listened to and the pupil reassured that s/he has done the right thing by reporting the situation. Victims of bullying often feel powerless and vulnerable. They may end up believing that they deserve to be bullied. Everything should be done to re-establish the victim's self-esteem and self-confidence.

4. The bully should be spoken to and the reasons why s/he has bullied identified. The bully should be helped to recognise his/her unsociable behaviour and given support and counselling from the pastoral team if necessary to address that behaviour.

5. On some occasions it may be possible to sit victim and bully down together to discuss their feelings and the reasons why the situation has developed. The problem could then be resolved amicably and/or a compromise reached.

6. On other occasions the bully should be told firmly to stop his/her anti-social behaviour immediately and to stay away from the victim.

7. In all instances, the parents of both parties should be contacted and informed of the situation and the action taken. If appropriate, they should be invited into the school to discuss the matter.

8. Follow up meetings with the victim should be arranged to find out whether the solution has been effective or not, and the situation should be monitored.

9. One or more of the following sanctions will be applied

   - writing an explanation or apology for the incident
   - the withdrawal of break or lunch time privileges
   - a behaviour target card
   - withholding participation in school trips or sports events that are not an essential part of the curriculum
   - the removal from a particular lesson or peer group
   - a temporary removal from the class
   - an interview with the Headteacher or Assistant Headteacher

10. Serious or prolonged bullying could result in one or more of the following sanctions:

    - a permanent removal from the class

- fixed term exclusion
- a permanent exclusion

11. A written record should be made of every incident of bullying using CPOMs. The report should indicate who was involved, where and when the incident occurred, what happened, what action was taken, whether the parents were informed and how the incident was followed