

# Inverkeithing Primary School

## Anti Bullying Policy



Draft Policy created December 2015 following 'Respect Me' Single Point of Contact Training

Policy reviewed following review discussions with Aberdour, Torryburn and Culross Primary Schools, Dec 2015.

Policy reviewed following review discussions with our Parent Council Feb 2018

Reviewed by SMT **August 2023**

## Rationale

This policy has been drawn up within the school's ethos of promoting positive behaviour. Inverkeithing Primary School actively seeks to provide an environment that is safe from all forms of intimidation. It applies to all staff and children.

Article 19 of the UN Convention on the Rights of the Child states that 'Children have the right to protection from all forms of violence (physical or mental), they must be given proper care by those looking after them' – this is made explicit to all pupils and staff.

To effect behavioural change, labels such as '*victim*' and '*bully*' will be avoided. "Respectme", Scotland's Anti-Bullying Service advises that '*the person on the receiving end of bullying behaviour*' and '*the person displaying bullying behaviour*' should be used as an alternative.

## Definition

Fife Council Education Directorate states:

**"...we define bullying as behaviour, which may or may not be deliberate, by one person or a group, which upsets, hurts, harms or injures another, impacting directly on their quality of life. Bullying may take many forms, including verbal, physical and social behaviour, and increasingly it may involve the use of technology, such as mobile phones or computers. It is likely to be associated with a power difference between those who bully and those who are bullied, to lead to hurt, fear and anxiety, and is often the result of a difference, perceived or real."**

As a school we have used tools and resources from the Anti Bullying Alliance. Their definition of bullying is:

**"The repetitive, intentional hurting of one person or group by another person or group, where the relationship involves an imbalance of power. It can happen face to face or online."**

Bullying behaviours can be described as verbal, physical or 'cyber'. They include:

- Name calling, teasing, put downs and threats.
- Hitting, tripping, poking, kicking
- Stealing or damaging belongings
- Ignoring, isolating/leaving out others and spreading rumours
- Sending abusive/inappropriate text messages/images or emails
- Sending inappropriate messages/images on social networking sites or apps
- Targeting others because of perceived difference

This is not an exhaustive list; there may be other behaviours that can be classed as bullying behaviour. Bullying behaviour can take place out with the school grounds and out with the school day. Inverkeithing Primary School has a part to play in addressing incidents of bullying behaviour which occur en route to and from school.

Children can experience bullying behaviour for a variety of reasons: where they live; their sexuality, gender; disability; the colour of their skin; what clothes they wear or what team they support. The one thing these have in common is perceived difference - some children don't see or understand diversity, they still only see difference. Inverkeithing Primary School promotes the importance of recognising, valuing, promoting, and celebrating diversity across the entire school community, making people feel that they are being valued, nurtured and supported.

### **Prevention Strategy**

Inverkeithing Primary School believes in a proactive approach and focuses on prevention strategies to avoid bullying behaviour:

We:

- Always promote positive relationships between all staff and pupils with a focus on good communication and respectful behaviours.
- Include anti-bullying messages in all areas of our curriculum and through our agreed set of school values and aims.
- Promote and demonstrate appropriate social on-line and mobile technologies use and behaviour through our ICT curriculum.
- Aim to help pupils develop positive social relationships through co-operative learning activities.
- Promote anti-bullying as the responsibility of all staff.
- Aim to promote a culture where bullying behaviour is unacceptable and staff model positive, respectful behaviour.
- Plan pro-active strategies such as anti-bullying weeks/days, assemblies, posters etc.
- Use the 'Cool in School' resources and a solution focused approach for positive behaviour management.
- Ensure safety and staff supervision of high-risk areas – toilets, corridors, dining room, playground.
- Teach pupils how to recognise and report bullying behaviour.
- Promote an ethos that *"It is all right to tell"* about bullying behaviour and ensure children feel listened to if a concern is raised.
- Embed restorative approaches to make, develop, maintain, and repair relationships (see Fig 1)
- Ensure staff, pupils and parents understand SHANARRI indicators and can talk about how they feel about each of the indicators.
- As a staff be familiar and use regularly in learning and teaching opportunities UNICEF Rights Respecting Schools materials and approaches.

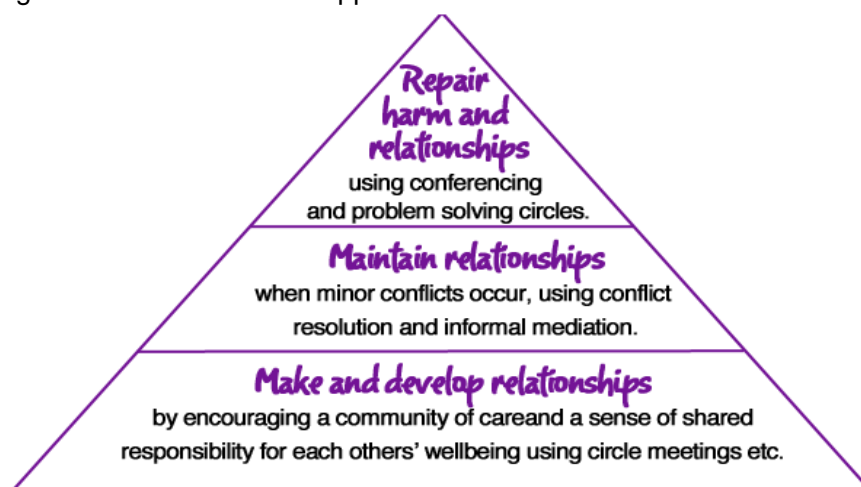


Fig 1: [www.transformingconflict.org](http://www.transformingconflict.org)

## **Reporting bullying behaviour and procedures for dealing with complaints/allegations**

All complaints/allegations will be taken seriously, addressed and feedback provided within a mutually agreed timescale.

### **Reporting Incidents**

Pupils can report incidents of bullying behaviour in the following ways:

- Tell an adult in the school – class teacher, head teacher, support staff.
- Tell a friend who will then inform an adult in the school.
- Tell parents who will then inform the school.

Parents can report incidents of bullying behaviour in the following ways:

- Telephone the school and speak to the Headteacher or Depute Headteacher.
- Make an appointment to see the HT, DHT and/or the class teacher.

### **Recording Incidents**

Bullying incidents are recorded and monitored, where appropriate, using the Bullying and Equalities module in SEEMiS Click+Go, in line with the guidance issued by the Directorate. The Senior Management Team also record daily any issues with pupils.

### **Intervention Strategies**

Whenever a pupil feels bullied, victimised, distressed or "got at" by others, intervention procedures will be instigated promptly using a solution focused approach. Staff may use a variety of approaches:

- Mediation and restorative intervention, including the person who is on the receiving end of the bullying behaviour, the person displaying bullying behaviour and any bystanders.
- Circle Time with classes, year group or peer groups.
- Circle of Friends/Social group work to develop understanding of friendships.
- A buddy may be assigned to look after a child on the receiving end of bullying behaviour or encourage good behaviour from a child displaying bullying behaviour.
- Whole school or departmental assemblies – promoting and encouraging a positive ethos, discussing whole school values, and linking to any incidents (if they arise)

Parents are not generally contacted over every issue, but should inappropriate behaviour continue after intervention strategies have failed to impact, then contact will be made to support all the pupils involved.

The school community engages with anti-bullying learning, approaches and awareness raising through the Health and Wellbeing curriculum at all stages, assemblies, and newsletters. We also regularly refer to our school rules of 'No Hands for hurting, no feet for hurting and no bad language.'

### **Roles and Responsibilities**

- Preventing and responding to bullying behaviour is the responsibility of all members of our school community – pupils, staff, parents, and our multi-agency partners.
- The Headteacher is responsible for managing and co-ordinating anti-bullying procedures. This includes the maintenance and development of staff knowledge and skills by providing access to appropriate training courses, materials, and resources.

## **Equal Opportunities and Additional Support Needs**

This policy with other related policies ensures that inclusion, equality for all and sensitivity towards the needs and values of individuals is an integral part of all our procedures and dealings with pupils displaying bullying behaviour and their victims. The circumstances and needs of the individual will be considered when deciding on the approach to be adopted in resolving incidents.

## **Monitoring and Review**

We will monitor and review the effectiveness of our Anti-Bullying Policy and procedures by gathering feedback/information from:

- Audit and review consultation with staff, pupils, and parents
- Questionnaires with staff, pupils, and parents
- Statistical information – collations of incidents, nature of incidents
- Outcome of incidents

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Headteacher

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Reviewed with cluster and cross cluster colleagues **April 2017**  
Reviewed by SMT and Pupil Council **February 2018**  
Reviewed by SMT **August 2023**