**Concern reported to any member of St Brendan’s Primary SLT**

**SLT** – Timescale 3-5 days

Investigate , gather evidence and use professional judgement based on evidence to make an informed decision

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**Yes** – Evidence of experiencing bullying type behaviour

 **No** evidence of bullying type behaviour

**Yes** – Evidence of displaying bullying type behaviour

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Meet with pupil, parents and staff.

Discuss findings of initial investigation

Work in partnership with pupil/s parents and staff to support childto help them identify the feelings

that cause them to act this way and develop strategies to cope with these feelings differently.

Discuss and devise support plan for pupils to move on to positive relationships.

In agreement with pupils and parents follow PPB & Anti Bullying procedures :

* Reflection
* Restorative work
* Withdrawal of privileges
* Formal letter to parents
* Incident recorded on Click & Go

Meet with pupil, parents and staff.

Feedback on initial concern and ensure school anti bullying procedures will be adhered to .

Discuss and devise support plan for pupil if required .

Monitor and review

 Follow school PPB Policy Sanction and withdrawal of privileges

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**Aim for all pupils, parents and staff to develop positive relationships .**

 Summary of Reporting, Recording and Monitoring Procedures .

A concern prompted by any of the following should be reported in accordance with the stated procedures outlined below:

* A specific incident inside or outside the classroom witnessed by pupils/ staff/parent
* An incident reported by a child or parent/ carer
* Information from a third party
* A culmination of minor concerns over a period of time .

**Concern reported to any member of St Brendan’s Primary SLT**

**Responsibility of pupils**

We expect all pupils to be kind and respectful of each other. If they experience or witness bullying behaviour that an adult is informed as soon as possible . Move on to positive relationships .

 **PUPILS**

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 **Experience bullying type behaviour**

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 **Inform an adult as soon as possible**

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**If it is dealt with**

**If it continues**

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**Move on to positive relationships**

**Go back and tell adult/or other**

**Concern reported to any member of St Brendan’s Primary SLT**

**Responsibility of parents/ carers**

We encourage and actively seek positive home / school partnership working. Parents should report any changes in their child that they are concerned about. If your child tells you they have been affected by bullying behaviours you must contact the school and be assured the matter will be dealt with immediately. It important that we work together to support your child to move onto positive relationships.

 **PARENTS / CARERS**

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 **Concerning change in behaviour / report of bullying type behaviour**

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 **Encourage your child to talk**

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**Contact school to report concerns**

**Monitor safe use of internet and social media**

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**Work in partnership with school to support child to move on to positive relationships**

**Concern reported to any member of St Brendan’s Primary SLT**

**Responsibility of all staff**

As a nurturung school community which promotes positive behaviour, all staff model positive relationships with pupils, parents and staff. If staff witness or have an incident of bullying behaviour reported to them, it will be dealy with immediately . Incidents logged and passed to SLT to investigate further.

 **STAFF**

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 Reported bullying type behaviour by pupil/ parent /staff

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All information will be listened to and taken seriously

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Reinforce school values and PPB at every opportunity

Passed onto SLT Follow school PPB

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Discuss issues during HWB & RE lessons

Discuss , follow up and monitor above referral.

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Be alert to changes in attitude and relationships within the classroom