



encouraging * praising * achieving



Kingsford School

Anti-Bullying Policy



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Within a happy and secure environment in which we celebrate achievement and nurture the confidence and self-esteem of all Kingsford School challenges and supports learners to engage in a wide range of relevant experiences to develop into successful learners, confident individuals, responsible citizens and effective contributors with the skills necessary for learning, life and work so that they can always aspire to be the best they can be.

To achieve this we aim to;

- Promote respectful relationships to prevent bullying and maintain a positive school ethos.
- Ensure all adults act as positive role models and are available at all times and can be trusted
- Ensure pupils, staff and parents are aware of the implications of bullying.
- Ensure that pupils, parents and staff are aware of school procedures so that they are able to deal with bullying issues when these occur.

WHAT IS BULLYING BEHAVIOUR

“Bullying is both behaviour and impact; the impact is on a person’s capacity to feel in control of themselves. This is what we term as their sense of ‘agency’. Bullying takes place in the context of relationships; it is behaviour that can make people feel hurt, threatened, frightened and left out. This behaviour happens face to face and online.” (Respectme, 2015)

Common features of bullying:

- It is deliberate
- It is sustained over a period of time
- It is difficult for those being bullied to defend themselves
- It can be difficult for those who bully to learn new social behaviours
- Those who bully have, and exercise, power over others

Bullying is not:

- Children falling out
- Children who do not get on with each other
- A one off disagreement or fight between children

The bully isn’t always:

- Deliberately trying to cause hurt
- Aware that their behaviour is causing someone else to suffer

Common forms of bullying:

- Physical – kicking, pushing, hitting, spitting, damaging property, punching
- Verbal – name-calling, personal comments, insults, accusations, threatening
- Social – excluding from games, groups, friendships by ignoring, humiliation
- Material – taking belongings and money
- Mental – threatening, pressuring

Bullying can occur in all settings including: family, school, work place, sporting field, in the broader community or on-line (over social media, text messages, instant messages, gaming and email).

Prejudice based bullying is when bullying behaviour is motivated by prejudice. This is based on an individual’s actual or perceived identity. Such as additional support needs, body image, gender identity, race and religion or beliefs.



Our policy embraces and reflects particular articles of *The United Nations Convention of the Rights of the Child*:

- **Article 3** – The best interests of the child must be a top priority in all things that affect them.
- **Article 12** – Every child has a right to have a say in all matters affecting them, and to have their views taken seriously.
- **Article 19** – Children have the right to be protected from being hurt and mistreated, physically or mentally. Governments should ensure that children are properly cared for and protect them from violence, abuse and neglect by their parents, or anyone else who looks after them.
- **Article 29** – Education must develop every child's personality, talents and abilities to the full. It must encourage the child's respect for their parents, their own and other cultures, and the environment.

Through Kingsford School's Assemblies and weekly Stage Praises and consistent modelling and discussion in class, children are gaining an understanding and awareness of their rights and the importance of respectful relationships: adult-pupil, pupil-adult, adult-adult and pupil-pupil.

Bullying is a breach of children's rights.

Furthermore, *The Equality Act 2010* places a duty on schools to:

- Eliminate 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.
- Foster good relations between people who share a protected characteristic and people who do not share it.
- The protected characteristics are:-
 - ❖ Age
 - ❖ Disability
 - ❖ Sex (Gender)
 - ❖ Gender reassignment (Transgender)
 - ❖ Marriage and civil partnership
 - ❖ Pregnancy and maternity
 - ❖ Race
 - ❖ Religion or belief
 - ❖ Sexual orientation

The Children and Young People's Act (Scotland) 2014 ensures that **GIRFEC** – **G**etting **I**t **R**ight **F**or **E**very **C**hild – is at the heart of everything we do. We consider the wellbeing of every child under the wellbeing indicators: **Safe, Healthy, Achieving, Nurtured, Active, Respected, Responsible and Included (SHANARRI)**.



Tackling Bullying at Kingsford School

Bullying is unacceptable at Kingsford School, this is demonstrated by:

- Pupils having opportunities to gain knowledge and understanding and discuss bullying issues through the Health and Wellbeing curriculum, School Assemblies, Stage Praises and presentations by visiting groups when appropriate.
- Kingsford Prefects, Friendly Friday Rangers or assigned Buddies will support any pupil who would like peer to peer advice, support or help.
- Promoting positive behaviour whole school orange/red card system whereby staff can promote positive behaviours and log negative behaviours.
- Everyone in the school community being encouraged to report incidents of bullying.
- Informational flier issued to new pupils and parents.
- Recording all reported incidents of bullying (Appendix 1 & on SEEMIS).
- Ensuring that every report of bullying is taken seriously.

At Kingsford School we are committed to preventing bullying and ensuring that our pupils are happy and safe. The school will respond to incidents of bullying and we emphasise the need for children to “tell”.

Anyone can become the victim of bullying. If parents or children have any concerns about bullying parents should contact the school immediately. Parents are encouraged to always try to work through the school as arguments between parents can usually make the situation worse rather than better, as does an adult tackling the alleged bully. Victims of bullying need support and appropriate advice. Telling a child to hit back is not a recommended course of action.

The school uses restorative practice strategies with the emphasis on getting those involved to talk about what is happening. This may take some time but you can be assured that the school will be working to stop bullying from happening or continuing.

The bully will need support too, to address their behaviour and the impact this has had, to repair relationships and to understand what they have done is wrong. However, it will be made very clear that their behaviour is unacceptable and how they should behave in the future.



What can pupils do in times of conflict or disagreement?

If pupils feel comfortable to, they can try the following strategies:

- Ignore it
- Walk away from the bully
- Stay with groups of friends when possible
- Report on-line bullying or abuse
- Don't respond to on-line bullying other than to block the bully
- Seek advice or help from a Kingsford Prefect or Friendly Friday Ranger or another trusted pupil

When none of these strategies work, a pupil should speak to an adult. This could be a parent, class teacher, PSA, promoted member of staff or any adult the pupil trusts. Often the incident can be dealt with by the person it is reported to. However, if bullying is suspected the adult should refer the incident to promoted staff so that the incident can be fully investigated.

Dealing with an incident may include:

- Investigating the incident by interviewing other young people
- Restorative meetings
- Contact with parents/carers
- Disciplinary action
- Appropriate recording of the incident

For further information and specific support please refer to our appendices below:

- Recording of an incident
- Information for pupils (Appendix 2)
- Information for parents and carers (Appendix 3)
- Information for staff (Appendix 4)

Useful websites

www.kidscape.org.uk

www.childline.org.uk

www.stonewall.org.uk

Bullying: tips for parents – Live Well – NHS Choices

www.anti-bullyingalliance.org.uk

www.respectme.org.uk

www.seemescotland.org

www.unicef.org.uk/rights-respecting-schools



Appendix 1

Report of a bullying allegation	
Date reported	
Reported by	
Date of incident(s)	
What happened	
Nature of incident	<div> <div>Racist</div> <div>LGBT</div> <div>Sexual</div> <div>Cyber-bullying</div> <div>Religious</div> <div>Other</div> </div> <div> <div>Extortion</div> <div>Violence</div> <div>Threatening</div> <div>Verbal</div> <div>Exclusion</div> </div>
Where did this occur?	
Any witnesses	
Action taken & by whom	
Record in SEEMIS	
Parent / carer contacted	Yes/No
Advice to victim to include:	<p>If this behaviour continues please re- report it to:</p> <p>Any other advice given:</p> <p>Copies to SLT/Members of staff as appropriate:</p>



Appendix 2

Anti-Bullying information for pupils

The Kingsford School Anti-Bullying Policy can be found on our [school website](http://www.kingsford.aberdeen.sch.uk). [kingsford.aberdeen.sch.uk](http://www.kingsford.aberdeen.sch.uk)

Please read the policy.

What should I do if someone is treating me in a way that is making me unhappy?



Speak to someone

- Speak to a teacher
- Speak to a PSA
- Speak to any member of staff
- Speak to a friend
- Speak to a prefect
- Speak to someone at home

What should I do if I see someone else being treated in a way that makes them unhappy?



Don't put up with bullying behaviour

- If a bully treats you in a way that makes you unhappy and you do nothing about it, they'll continue to behave in that way, or their behaviour towards you may get worse.
- All of the staff in school will support you and understand that telling can be very difficult. The bully relies on you being too scared to tell.

What will happen if you report a bullying situation?

- We will listen to you and take notes.
- We will explain what we plan to do.
- We will take action that we believe to be in your best interest.
- We will make a record of what has happened.

What should you do if the bullying behaviour doesn't stop?

- Re-report. If a bully has been told to stop their behaviour towards you, but does not stop, we need to know about it.
- Re-reporting is the key to making sure that it stops.
- If we know that bullying has continued, we are in a strong position to take serious action. We need to know!

What should you do if you want to change the way you behave towards others?

- Speak with your Teacher, PSA or any other member of staff you trust.
- Remember help is always available for you.

Reporting bullying is the best action you can take!



Appendix 3

Anti-Bullying information for parents and carers

The **Kingsford School Anti-Bullying Policy** can be found on our [school website. kingsford.aberdeen.sch.uk](http://www.kingsford.aberdeen.sch.uk)

Please read the policy.

GUIDANCE AND SUPPORT FOR PARENTS AND CARERS

Kingsford School recognises the misery that bullying causes and staff are committed to responding sensitively and pro-actively to concerns raised by pupils and parents/carers. Bullying behaviour is not acceptable. All children and staff have the right to feel safe and cared for in our school. Kingsford School will act to promote the happiness and security of all children and staff.

There are no easy answers to the interpersonal skills development which helps us to avoid unhappy relationships but we are committed to working to support all members of our school.

Be confident that pupils know what to do

- We support *all* young people to prevent bullying behaviours in our school.
- Respect for people is one of the values of Kingsford School.
- Teachers discuss bullying on a regular basis through the Health and Wellbeing curriculum.
- Children learn about rights and respect for others through the UNCRC.
- Kingsford Prefects and Friendly Friday Rangers are high profile and seek to help and support anyone experiencing bullying.

What can you do to help?

- Encourage your child to talk to you about anything causing upset and listen to information your child may volunteer. Discuss friendships, playtimes and school life.
- Watch for signs of distress – reluctance to go to school, sore stomachs, bruising, taking extra money or snacks to school.
- Watch for your child bringing home extra money, new toys or sweets.
- Contact the school immediately if bullying is suspected.
- Help your child to understand that telling and seeking help will provide the key to stopping bullying behaviour.
- If bullying behaviour continues after the bully has been spoken to, you and/or your child should re-report this. Re-reporting is very important.
- Engage with Parent Council and other school sharing platforms to remain up to date in anti-bullying practice and school information.

What happens if your child is involved in bullying behaviour?

- Your child will be given an opportunity to stop this behaviour.
- The Head Teacher/DHT will invite you to come and discuss the situation
- Help is available to enable your child to stop bullying behaviour.



Appendix 4

Anti-bullying information for staff

The **Kingsford School Anti-Bullying Policy** can be found on our **school website**. **kingsford.aberdeen.sch.uk**
Please read the policy.

All staff will:

- Be familiar with the anti-bullying policy.
- Listen to and offer support for both the victim and the bully.
- Make it clear that it is the bullying behaviour and not the bully him/herself that you disapprove of.
- Help the pupils to offer suggestions for dealing with the problem and then keep the situation under close supervision.
- Inform the Head Teacher/DHT of bullying incidents or potential problems to ensure that incidents are monitored.
- Continue to monitor the situation if appropriate.
- Promote UNCRC in your classroom or working area and encourage children to report obstacles to their rights.
- Remind pupils of support available from Kingsford Prefects, Friendly Friday Rangers, members of staff and Parents/ Carers.
- Make it clear to children that they should speak out about bullying and that they will be supported.
- Encourage children to have respect for individuals and individuality.
- Encourage children to celebrate the diversity of Kingsford School, e.g. pupils who are new to the school, pupils who are different in some way. This may be in the way they look, speak, through the clothes they wear or where they live.
- Have a high expectation of pupil behaviour.
- Ensure pupils know the school's Golden Rules and know that bullying is not acceptable.

In the playground:

- Report any concerns or incidents to promoted staff straight away.
- Be vigilant and supportive when a child is vulnerable.
- Make appropriate use of our school's positive behaviour policy.



Promoted staff will:

- Ensure that all staff are aware of school policy and procedures for bullying.
- Ensure all playground staff are aware of vulnerable children.
- Ensure all adults in school report any concerns, no matter how small.
- Listen to and support all victims of bullying.
- Listen to and encourage bullies to modify and change their behaviour.
- Follow up all incidents by informal monitoring, by offering the child opportunities to talk one to one with the Head Teacher/DHT and by ensuring any support promised is in place.
- Maintain a high profile at break and lunchtimes.

Signs of a bullied child:

- Becomes aggressive and unreasonable or there is a significant change in their behaviour
- Starts getting into fights
- Falling standards of schoolwork
- Becomes withdrawn (not talking, or spending more time alone)
- Poor sleeping patterns
- Display extreme attention seeking behaviour
- Acting extremely nervous or anxious
- Unwillingness to go to school and/or playground

There could be other reasons for these signs, so try to avoid jumping to conclusions. You may be aware of other influences or issues for the child.

- Is there anything else bothering the child?
- Are there changes at home? New baby, separation, divorce?
- Has there been a recent bereavement?
- Are there changes in the child's friendship groups?
- Are they new to the class or school?
- Do they suffer from low self-esteem?

Staff should be aware that bullying may take place at any time and should not ignore stories from children without investigation.

What to do if a child speaks to you about a bullying situation

- If you feel that it can be resolved within the class, please talk to the youngsters involved and try to resolve the issue.
- Bullying behaviour needs to be referred, please refer to promoted staff.
- This will be recorded on the report form (Appendix 1 of the Policy) and on SEEMiS (Complainant's profile) by promoted staff.
- If you have referred a bullying incident, the promoted staff will inform you of action taken.