

Bratton Primary School



**ANTI-BULLYING
AND EXCLUSION
POLICY
2021-22**

Introduction

Bratton Primary School is committed to having a whole school approach in tackling and preventing incidents of bullying. Bullying is a form of anti-social behaviour that is unacceptable; those who are being bullied must be protected. All children should feel safe in school. Pupils will learn best in a safe place and calm environment that is free from disruption and which education is the primary focus.

Bullying can take many forms

- Physical - hitting, kicking, taking belongings, damaging property.
- Verbal - name calling, insulting, racist remarks, malicious gossip.
- Indirect - spreading nasty stories about someone, excluding someone from social groups.
- Cyber - using technology to intimidate or ridicule via text, internet or social media.
- Homophobic & transgender bullying - name calling, malicious gossip, intimidation.
- Peer to peer abuse, this includes, but is not limited to:
 - physical and sexual abuse
 - sexual harassment and violence
 - emotional harm
 - on and offline bullying
 - teenage relationship abuse

These actions will be recurring, premeditated, or particularly vindictive.

Aims

1. To develop an ethos of good behaviour where pupils treat each other and school staff with respect.
2. To make staff, children and parents aware of what bullying is and the contents of this policy.
3. To ensure children are safe in the buildings and grounds.
4. For staff to adopt a consistent approach to incidents of bullying.
5. To ensure strategies are in place in school to prevent bullying.

Guidelines

- All staff will be vigilant observing children in and out of the building and interact and intervene appropriately.
- All incidental opportunities to reinforce positive behaviour will be used.
- Staff will be aware of possible signs of bullying (see below).

- Bullying will be a topic for assemblies and class discussion to ensure true understanding of what 'bullying means'.
- 'Circle Time' as and when necessary in each class to encourage the development of a positive self-esteem for each child and at this stage of education has a crucial importance in imparting positive values.
- PHSE lessons will address 'bullying' issues.
- Children will be listened to and believed.
- ELSA lessons are used to support children.

Possible signs of bullying

A child may indicate he/she is being bullied by the following:-

- Be reluctant to come to school.
- Frequently say he/she is not well.
- Be tearful and offer no explanation.
- Appear unhappy generally.
- Say he/she has no friends.
- Have unexplained marks following break or lunch time.
- Have torn/marked clothes.
- Become withdrawn.
- Child wants to remain with adults.
- Sudden outbursts not in common with the child's normal behaviour.

Guidelines for managing incidents

- Encourage the child who has been bullied to tell the adult what has happened and also to describe how he/she felt.
- Draw together the children who have been involved – the child/ren who have allegedly carried out the bullying and any onlookers.
- Explain that there is a problem for the child and tell the children what has happened and describe the feeling of the bullied child.
- Do not attribute blame but make it clear to the other children that they can do something about it.
- Ask each person in the group to suggest a way they might personally help. Recapitulate the ideas – ask the bullied child if the suggestions are acceptable.
- Let the children carry out their suggestions.
- Convey your belief throughout the process that they are capable of kind behaviour and will act in such a manner.
- Children who have bullied for the first time will be dealt with by class teacher and Headteacher informed.

- Recurrent bullying will be dealt with as above but in addition their parents will be spoken to by class teacher.
- Should further incidents of bullying occur the child will be sent to the Headteacher, a letter will be sent to parents.
- If the incidence of bullying is of a more serious nature the Headteacher may progress directly to exclusion. This will only be used in extreme cases e.g. a particularly aggressive or vindictive act.
- A record of incidences of bullying will be kept by the Headteacher.

Playtimes

Playtimes, both mid-morning and at dinnertime, can be problematic for children, as they are in school, but outside the normal classroom environment. We expect the same rules to apply at playtime as during the rest of the day, and that children will respond to the supervision of M.D.S.A.s (Midday Supervisory Assistants). M.D.S.A.s should be treated with the same respect as other adults in the school, and have access to the same system of rewards and sanctions. Red or yellow cards from the schools behaviour system will be used for those children displaying unacceptable behaviour. This together with awarding playtime stickers to celebrate children making good choices.

An occurrence of unacceptable behaviour as described (e.g. violence, bullying, harassment, vandalism, rudeness to adults or bad language) taking place at playtimes are reported to the class teacher who may refer to the Headteacher. Details are also entered in the incident book of any physical injury to a child.

If a child has displayed good behaviour during a playtime, this is celebrated by mentioning it to both other children and members of staff. Staff will also award a sticker each playtime to a child to a child who has made excellent choices.

The importance of good behaviour cannot be over-estimated in our view. Parents, staff and pupils all enjoy the happy social community at Westbury Infants and wish to maintain this through the help of all involved.

Exclusion

Only the Headteacher has the power to exclude.

Other than in exceptional circumstances, measures should be taken before Fixed Term Exclusion is used, including:

- Counselling provided by ELSA, Class teacher, SENCO, deputy or head teacher.
- Advice sought from Behaviour Support Team, when appropriate.
- Advice and help from the Education Welfare Officer and or /social worker.
- Involvement of the Educational Psychologist in observing behaviour and giving advice.
- A list of behaviour targets, coupled with a sticker chart.

- An individual Behaviour Plan, shown to parents. Rewards and sanctions will be included in the plan, as will a de-escalation plan which identifies triggers and solutions.
- Detailed written evidence of unacceptable behaviour by the pupil.
- The involvement of pupils in positive strategies to improve behaviour.

Verbal abuse towards any member of staff by a pupil will result in the immediate removal of the pupil under the supervision of a responsible adult to allow for a 'cooling off' period during which fixed term exclusion will be considered. Parents will always be contacted if exclusion is being considered as an option and we will talk to parents about our concerns.

A pupil can be excluded as a result of serious breaches of the school rules. Only the headteacher has the right to exclude pupils. In the headteachers absence the power rests with the most senior teacher, who should make it clear that s/he is acting for the head teacher.

Under Government regulations, the head teacher may exclude a pupil for fixed periods of time up to a maximum of 5 school days for each exclusion in an academic year. Fixed term exclusions of more than 5 days would be used only rarely and principally where extra time is needed for the pupil to be successfully reinstated. A first fixed period exclusion lasting from one to three days will often be appropriate.

Fixed term exclusion will be considered where a pupil's behaviour is seriously detrimental to the education or welfare of the pupil or to that of others at the school. ALL CHILDREN HAVE THE RIGHT TO LEARN: therefore, pupils, who after every attempt by the school to help them, continue to display behaviour that denies others this right will be excluded.

Extreme incidents of Unacceptable Behaviour

On those rare occasions when an incident of extreme behaviour occurs e.g.

- Being racist
- Being offensive or any other verbal abuse intended to be derogatory including
Sexist, homophobic or racist remarks
- Physically hurting another child or a member of staff intentionally
- Fighting
- Deliberately vandalizing / damaging school property

This will be reported immediately to the head teacher and parents of both parties involved will be informed. An external exclusion would be applied and guidance, laid down by the school or local authority, would be followed when implementing this procedure.

Permanent Exclusions

Permanent exclusion involves requesting that the pupils name be removed from the register because the school can no longer provide for the pupils needs or safety or cope with his/.her behaviour.

Permanent exclusion will only normally be considered after fixed term exclusion have been used. The pupils should have the right to explain their

behaviour and this should be fully and fairly considered when a decision is taken. Witnesses to any violent or abusive behaviour should be sought and interviewed.

- A decision to permanently exclude a pupil has to be confirmed at a discipline committee meeting.
- If it is intended to permanently exclude a pupil from school, parents will be notified, without delay, of the exclusion and the reason for it, by telephone and then confirmation will be made by letter. Parents should be informed that they can request support from the EWO if a child has been excluded.
- The LEA will be informed immediately of any permanent exclusion.
- A discipline committee meeting must be held within 6-15 school days of the parents being informed of the headteachers decision to exclude the child. This meeting will include parents, governors and representatives from the LEA to see whether or not the permanent exclusion is to be upheld. The local Education Authority and the parents have the right to make representation at all discipline committee meetings. If the governors decide not to reinstate the pupil, the parents have the right to make representation to the LEA to appeal against the exclusion. The LEA may order reinstatement or uphold the exclusion. The governors may then appeal to an Independent Appeal committee against a reinstatement order.
- The discipline committee must constitute at least three governors, who have had no previous involvement in the exclusion. One of the Governors will chair the meeting. Neither the headteacher nor an elected county councillor can be a member of this committee.
- The discipline committee should satisfy itself that all possible support to improve a pupil's behaviour was tried and failed. This support should have included a pastoral support programme. Once the evidence has been presented, the discipline committee will meet on its own and reach a decision which must be communicated to the parents on the same day.
- The committee can either decide to uphold the exclusion or direct the headteacher to reinstate the child.
- If a decision is made to reinstate the child, discussion will take place with the LEA and the school to see whether short term support is necessary to support the child. If the decision is made to uphold the permanent exclusion the discipline committee will confirm this in writing, together with details of how parents may appeal against the decision.
- If parents appeal, the school must continue to provide work for the excluded child.

Appeal Hearings

- The appeal panel must meet within 15 school days of the date that parents appeal. Responsibility for constituting an appeal panel, appointing members, a clerk and choosing a chair lies with the LEA.
- The headteacher, governing body and LEA may make written representations and this evidence should be made available to panel members and parents four working days in advance of the hearing. A legal representative of the Discipline Committee may also be present.

Parents can bring a friend or representative to the meeting as long as notice is given to the clerk.

- The clerk of the Appeal panel should serve as an independent source of advice on procedure for all parties to the appeal. That person should not have served as clerk to the previous discipline committee hearing.
- The appeal panel will hear from all present, then retire and announce its judgement that day and confirm it in writing.