



Anti-Bullying Policy

Introduction

It is a Government requirement that all schools have an anti-bullying policy. The Common Inspection Framework 2015, Effective Leadership and Management (number 28) states that the setting should actively promote equality and diversity, tackle bullying and discrimination and narrow any gaps in achievement between different groups of children and learners.

The Department for Education (DfE) defines bullying as actions that are meant to be hurtful, and which happen on a regular basis. Bullying can be direct (either physical or verbal) or indirect (e.g. being ignored or not spoken to). The victim as a result is affected emotionally by the anticipation and fear of being bullied.

Bullying can be inflicted on a child by another child or an adult, or by an adult or adults to another adult. Bullying can be face to face, via text messages or the internet (which can happen throughout the day and night). The three main types of bullying are physical, verbal and emotional. Bullying is regularly driven by prejudice, sometimes motivated by actual or perceived differences. Bullying is a type of behaviour which needs to be defined by the impact on the victim rather than the intention of the perpetrator.

DfE defines cyber-bullying/ online bullying as '*the use of Information Communications Technology (ICT), particularly mobile phones and the internet, deliberately to upset someone else*'.

Further information can be found at

http://pandorsetscb.proceduresonline.com/chapters/p_bullying.html

Aims and Objectives

Bullying is wrong and damages individual children and adults. We therefore do all we can to prevent it, by developing a school ethos in which bullying is regarded as unacceptable.

We aim, as a pre-school and out of school club, to produce a safe and secure environment where all can learn and play without anxiety, and measures are in place to reduce the likelihood of bullying.

This policy aims to produce a consistent school response to any bullying incidents that may occur.

We aim to make all those connected with the school aware of our opposition to bullying, and we make clear each person's responsibilities regarding the eradication of bullying in Dandelions.

Committee

The committee support the Manager in all attempts to eliminate bullying from our pre-school and out of school club. The committee will not condone any bullying in Dandelions, and any incidents of bullying that do occur will be taken very seriously, and dealt with appropriately.

The committee monitors incidents of bullying that do occur, and reviews the effectiveness of this policy regularly. The committee requires the Manager to keep accurate records of all incidents of bullying, and to report to the committee on request about the effectiveness of Dandelions anti-bullying strategies.

A parent who is dissatisfied with the way in which Dandelions has dealt with a bullying incident can ask the committee to investigate the matter. The committee responds within ten days to any request from a parent to investigate incidents of bullying. In all cases, the committee notifies the Manager, and asks him/her to undertake an investigation into the case and to report back to a representative of the committee.

The Role of the Manager

It is the responsibility of the Manager to implement the anti-bullying strategy. To also ensure that all staff are aware of the policy and know how to identify and deal with incidents of bullying. The Manager reports to the committee about the effectiveness of the anti-bullying policy on request.

The Manager ensures that all children and staff know that bullying is wrong, and that it is unacceptable behaviour in Dandelions. The Manager draws the attention of children and staff to this fact at suitable moments. For example, if an incident occurs, the Manager may decide to use circle time as the forum in which to discuss with other children why this behaviour was wrong.

The Manager ensures that all staff receive sufficient training to be equipped to identify and deal with all incidents of bullying.

The Manager sets the climate of mutual support and praise for success making bullying less likely. When children feel they are important and belong to a friendly and welcoming setting, bullying is far less likely to be part of their behaviour.

The Role of the Manager and Staff

All the staff in Dandelions take all forms of bullying seriously, and seek to prevent it from taking place.

Staff keep records of all incidents that happen in the pre-school and out of school club. If staff witness an act of bullying amongst children, they will either investigate it themselves or refer it to the Manager. The Manager and the staff do all they can to support the child who is being bullied. If a child is bullied on more than one occasion, then, after consultation with the Manager, the Manager informs the child's parents.

In the Dandelions office, there is a safeguarding file for incidents of bullying. Any adult who witnesses an act of bullying should record the incident and after informing the Manager, store the record in the bullied child's registration pocket.

When any bullying has taken place between children, the Manager will deal with the issue immediately. This may involve counselling and support for the victim, and punishment for the offender. Time is spent talking to the child who has bullied, explaining to them why their action was wrong and how they should change their behaviour in future. If a child is repeatedly involved in bullying, we inform the Manager and the Special Educational Needs Coordinator (SENCo). We then invite the child's parents into Dandelions to discuss the situation. In more extreme cases, e.g. where these initial discussions have proved ineffective, the Manager may contact external support agencies, such as Children's Services.

All members of staff routinely attend training, which equips them to identify bullying and to follow policy and procedures as to behaviour management.

Staff use a range of methods to help prevent bullying and to establish a climate of trust and respect for all. They use drama, role-play, stories etc, to help pupils understand the feelings of bullied children, and to practise the restraint required to avoid lapsing into bullying behaviour. Jigsaw is used to praise, reward and celebrate the success of all children, and thus to help create a positive atmosphere.

The Role of Parents

Parents who are concerned that their child might be being bullied, or who suspect that their child may be the perpetrator of bullying, should contact the Keyworker immediately. If they are not satisfied with the response, they should contact the Manager. If they remain dissatisfied, they should follow the complaints procedure, as detailed on the Dandelions website.

Parents have a responsibility to support Dandelions anti-bullying policy, actively encouraging their child to be a positive member of Dandelions and the out of school club.

The Role of Children

Children are encouraged to tell anybody they trust if they are being bullied, and if the bullying continues, they continue to let the trusted people know.

Monitoring and Review

This policy is monitored by the Manager, who reports to committee on request about the effectiveness of the policy.

Incidents of bullying are recorded and discussed with the Manager. The Manager analyses information for patterns of people, places or groups. The Manager particularly looks for racist bullying, or bullying directed at children with disabilities or additional needs.

This policy will be reviewed annually or earlier if necessary.

References

DSCB., 2016. *Bullying* [online] Available from:

http://pandorsetscb.proceduresonline.com/chapters/p_bullying.html [Accessed 7th November 2017].

Adopted September 2014

Reviewed December 2015

Reviewed March 2016

Reviewed January 2017

Reviewed/ amended November 2017