Livingstone Primary and Nursery School
Anti-Bullying Guidelines

Anti-Bullying Guidelines	
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Livingstone Primary and Nursery School
Anti-Bullying Guidelines

Contents

Introduction 3
Aims 3
Roles and responsibilities 3
- Pupils 3
- Parents / Carers 3
- Staff 3
- Headteacher and Deputy Headteacher 3
- Governors 4

Resources and References 4
Organisation and planning 4
- What is bullying? 4
  - Definition agreed by the staff 4
  - Definition agreed by the pupils 4
- Signs and symptoms of bullying 5

Implementation 6
- Procedure for reporting bullying 6
- Procedure for investigating allegations of bullying 6
- Procedure for dealing with incidents of bullying 6

Prevention 7
Monitoring and evaluation 7

Livingstone Primary and Nursery School
Anti-Bullying Guidelines

Introduction

Livingstone Primary and Nursery School (Livingstone) does not tolerate bullying in any shape or form on school premises or on school trips. Livingstone is committed to providing a caring, safe working environment where every pupil and staff member is treated with dignity and respect and where each person's individuality and sense of self-worth within the school is maintained.

Aims

The aim of this policy is to ensure that any incident of harassment or bullying **on school premises or school trips** is effectively and speedily dealt with and that appropriate action is taken to ensure as far as possible that it does not occur again.
Bullying of any kind is unacceptable at Livingstone. If bullying does occur, all pupils should be able to report incidents to adults and know that incidents will be dealt with promptly and effectively.

The school as a whole works towards maintaining high levels of self-esteem both for pupils and staff. This permeates the curriculum and ethos of the school. This means that:-

- All staff, governors, pupils and parents/carers should have an understanding of bullying.
- Bullying will not be tolerated.
- Clear procedures for reporting bullying should be understood and followed.
- The procedure for investigating and dealing with incidents of bullying should be clearly understood.
- The school will promote ways of preventing bullying by focusing on developing friendship skills.

Roles and responsibilities

Pupils

- Pupils will report incidents that they witness or are involved in to an appropriate member of staff or trusted adult

Parents / Carers

- Parents/Carers will report incidents and issues to their child's class teacher or appropriate member of staff

Staff

- Staff will listen to children and take allegations of bullying seriously.
- Incidents and issues will be reported to the Headteacher and Deputy Headteacher.

Headteacher and Deputy Headteacher

- Incidents will be fully investigated and the pupils involved supported appropriately.

Livingstone Primary and Nursery School
Anti-Bullying Guidelines

Governors

- Governors will be made aware of the school procedures on Anti-Bullying and will support staff to carry them out.
- Any incidents or issues that are brought to the attention of individual Governors will be reported to the Chair of the Welfare Committee who will pass information to the Headteacher or Deputy Headteacher.

Resources and References

Please refer to the separate Online Safety Policy for procedures related specifically to 'cyberbullying'

Organisation and planning

What is bullying?

The below are two views of bullying as defined by staff and pupils

Definition agreed by the staff

Bullying is unprovoked behaviour by an individual or a group usually repeated over time that intentionally hurts another individual or group either physically or emotionally.

Staff are aware that child-on-child abuse, (including sexual violence and sexual harassment between pupils, and upskirting), is closely allied with bullying and that initiation ceremonies may also have the effect of causing harm, embarrassment or physical or emotional distress. Staff work to raise the pupils' awareness of the potential damage of such incidences in order to minimise their occurrence. Any such issues will be dealt with in accordance with this policy and the safeguarding and child protection policy.

As noted in the DfE Guidance 'Behaviour in Schools', the headteacher has the authority to take disciplinary action in relation to events which take place away from the school premises. (Refer to the Positive Behaviour Policy for further details). In this respect, the school will take seriously and respond appropriately, in accordance with this policy, to reports of bullying, including cyber-bullying, which take place away from school.

As a statutory requirement, the Anti-Bullying Policy is available to parents of pupils and prospective pupils via the school website. Its content and implications are discussed with pupils, for example, in lessons, assemblies and other relevant occasions.

Definition agreed by the pupils

Bullying is when someone hurts someone else or a group of people on purpose. It can be hurting their bodies or hurting their feelings over and over again.

Livingstone Primary and Nursery School
Anti-Bullying Guidelines

Bullying can take many forms, including:

- **Name-calling and verbal abuse:** using hurtful or discriminatory language, persistent criticism, insults or comments about a person's appearance, race, sex, disability, religion or other personal characteristics.
- **Intimidation and threats:** using threatening behaviour, physical aggression or fear to control or frighten someone.
- **Demeaning behaviour:** humiliating, belittling or deliberately undermining someone, damaging their confidence, dignity or standing among their peers.
- **Social exclusion:** deliberately leaving someone out, encouraging others to reject them or spreading rumours to damage friendships and relationships.
- **Extortion:** pressuring, threatening or intimidating someone into handing over possessions, money or other items.
- **Physical bullying:** hitting, kicking, pushing, tripping or other deliberate physical behaviour intended to hurt or intimidate someone.
- **Damage to or taking of property:** deliberately damaging, hiding or taking another person's belongings.
- **Cyber-bullying:** using digital technology to threaten, harass, humiliate or target another person.

Bullying may be related to a person's actual or perceived characteristics, circumstances or identity. This can include:

- Racist, cultural or religious bullying.
- Sexist or sexual bullying.
- Homophobic, biphobic or transphobic bullying, including bullying related to a person's sexual orientation, gender identity or gender questioning.
- Bullying related to special educational needs or disability (SEND).
- Bullying related to a person's family circumstances, including being adopted, being a carer, or being a looked-after or previously looked-after child.

The school recognises that bullying can have a significant impact on a child's emotional well-being, self-esteem, sense of safety, relationships and ability to learn. All concerns about bullying are taken seriously and will be investigated and addressed in accordance with this policy.

Signs and symptoms of bullying

Pupils may:-

- Not want to go to school and be frightened to walk to and from school.
- Become withdrawn from family and friends.
- Show a decrease in attainment and/or progress in school work.
- Change their eating habits; not eating at lunchtimes.
- Cry themselves to sleep.
- Ask for money (may be the victim of extortion).

Livingstone Primary and Nursery School
Anti-Bullying Guidelines

Implementation -Procedure for reporting bullying

Incidents of bullying should be reported to a member of the school staff. Incidents will be written records (including letters/ notes to and from parents/carers) kept in the Behaviour File (found in the Senior Management Office). All incidents should be reported to the Headteacher and Deputy Headteacher.

Procedure for investigating allegations of bullying

Whenever an incident of bullying has been reported, it is essential that the victim and the alleged bullies are interviewed as soon as possible. Interviews should take place separately. Written notes should be taken of all interviews held. Interviews should also be held with other pupils or adults who may have witnessed the incident.
Staff interviewing pupils about alleged incidents of bullying should set a good example to pupils by their behaviour towards each party. They should seek to obtain the true facts by polite, perceptive questioning.

Pupils should be encouraged to own their actions rather than blaming the victim or comparing their actions with those of others.

Procedure for dealing with incidents of bullying

Where the investigation clearly shows that bullying has taken place, action will be taken:-

1. To support the victim(s)
2. To work with the bully or bullies to ensure their behaviour changes
3. To inform parents/carers of both parties.

1.To support the victim(s)
Support for victims may take the form of:-

- Discussion with Pastoral Care Manager.
- Role-play to increase assertiveness.
- Peer-support, through a "buddy" or monitoring scheme.

2.To discipline and support the bully or bullies.
Any disciplinary action should be designed to help the bully change his/her behaviour. In some cases where it is appropriate, this will involve meeting with the victim and a member of staff, and talking about the bullying from the victim's point of view.
Actions may include:-

- Offering an apology,
- Agreeing an appropriate behaviour with the class teacher.
- Missing one or more playtimes and lunchtimes, in which some practical remedial work is done to help change the pupil's behavioural attitude. This may involve writing about the effects of his/her actions; devising a set of targets for his/her future behaviour.
- Behaviour is monitored using the "Behaviour card" scheme and behaviour plans

3.To inform parents / carers of both parties.
The parents of both the bully or bullies, and the victim(s) will be contacted by phone, and invited to the school to discuss the matter with the class teacher and the Deputy Headteacher or the Headteacher. Parents will be asked to support the school in its actions and to reinforce those actions at home, where appropriate.

In very serious cases of bullying, where it is clear that a bully is not able or prepared to change his/her behaviour we would follow the Behaviour, Suspension and Exclusion Policy.

Prevention

In order to prevent bullying from taking place in school, staff will promote good behaviour by example, encourage a positive attitude to differences and promote equal opportunities. Pupils will be regularly reminded of the school's code of conduct, and the rules of the classroom and playground in order to reinforce the importance of respect for other people and their property.

Parents/carers will also be expected to promote appropriate behaviour in their children, and to support the school in dealing with any instances of bad behaviour.

Strategies which the school may use for preventing bullying include:-

- Activities to raise awareness during the annual Friendship Week.
- Circle times and DEN sessions to provide additional channels of communication between staff and pupils.
- Regular pupil questionnaires to ascertain pupils' perceptions of levels and types of bullying so that staff can react and update procedures accordingly.
- Devising school rules collaboratively, so that all pupils have ownership.
- Reading and discussing stories about bullying in class or in assembly.
- Use of drama and role-play to practise acceptable ways of reacting to aggression and taunts, to help bullies find other ways of behaving, and to increase assertiveness in victims or potential victims.
- Work by and with Playground Buddies and School Council.
- Whole school assemblies.
- Regular AOB slot in Staff Meetings where necessary to discuss pupils who need monitoring, especially in the playground.

Monitoring and evaluation

The day to day monitoring of this policy is the responsibility of the Headteacher and the Deputy Headteacher.

The Headteacher or Deputy Headteacher will report the numbers of bullying incidents termly to the Welfare Committee.