

Princes Primary School Harassment, Discrimination & Bullying Policy



PUPIL DISCIPLINE AND BULLYING

Princes School sets high standards as to how pupils are expected to behave towards each other, to other members of staff and to all visitors to the school. We do not tolerate bullying, vandalism, racial or sexual harassment, ganging up on individuals or anti social group behaviour.

We aim to achieve the following school values

- telling the truth
- keeping promises
- respecting the rights and property of others
- helping those less fortunate and weaker than ourselves
- taking personal responsibility for one's actions
- self discipline

Behaviours we reject

- bullying
- cheating
- deceit
- cruelty
- irresponsibility
- dishonesty

MAIN AIMS

It is the school aim, through curriculum activities, to encourage self awareness, self confidence, self esteem, self control, self reliance, self respect, self discipline and responsibility. This is addressed through our PSHE policy and scheme of work and is fundamental to the ethos of the school.

Learners will be helped to understand;

- How to recognise bullying
- That they do not "deserve" it nor should they accept it
- How to report it
- Who they can turn to
- The steps that will be taken to make them feel safe
- That they can get support from others
- That the school is constantly working to reinforce the anti-bullying strategies

Signs and symptoms of bullying

These can include

- Becoming anxious or withdrawn
- Nightmares
- Crying
- Poor attendance
- Reluctance to go on the school transport
- Unexplained cuts or bruises
- Becoming aggressive or unreasonable
- Lack of confidence and motivation
- Bullying other pupils
- Changes in eating patterns

The school community

- Everyone in the school community will be helped to
- Understand the anti-bullying stance of the school
- Contribute to monitoring bullying in the school
- Participate in developing and reviewing the anti-bullying work in the school
- Celebrate the success of anti-bullying work

The wider community

Partnerships will be built with the community outside the school to help keep pupils safe on their way to and from school and when they are out on school visits.

Transport services will be encouraged to support the school to keep the pupils safe. Any incidents of bullying on transport will be reported directly to the school.

It is the legal duty of the Headteacher to take measures to prevent bullying – he/she has a duty to do all that is reasonably possible to ensure the health, safety and welfare of pupils and employees.

Ultimately, it is the responsibility of the whole school community to eradicate bullying by ensuring the development of a caring and supportive ethos.

The following behaviours may constitute bullying by pupils

Physical

Pushing, kicking, hitting, pinching, any form of silence, threats.

Verbal

Name calling, sarcasm, spreading rumours, persistent teasing

Emotional

Tormenting, threatening, ridicule, humiliation, exclusion from groups or activities

Racial

Taunts, gestures, graffiti

Sexual

Unwanted physical contact, abusive comments

INCIDENTS OF BULLYING

- Investigations into bullying incidents will be thorough and involve both the bully and the bullied.
- The bully will be helped to recognise their unsociable behaviour and offered support to modify their behaviour
- Efforts will be made to identify why a pupil has bullied. Support can then be offered to the bully to prevent recurrence.
- Parents / carers of both the bullied and the bully will be kept informed at all times and involved in developing an action plan to resolve the issue

RECORDING INCIDENTS AND PROCEDURES

The following need to be given consideration at all times

- Take all bullying problems seriously both of pupils and adults.
- Investigate all incidents thoroughly.
- Obtain witness information.
- Keep a written record of the incident, investigation and outcomes.
- Inform the appropriate staff about the incident where a pupil is involved.
- Ensure that action is taken to prevent further incidents.

Such action may include:-

- Imposition of sanctions.
- Obtaining an apology.
- Informing parents of bully and bullied.
- Provide appropriate training.
- Providing support for both victim and bully.
- An individual behaviour plan will be put in place as appropriate.

Incidents of bullying of pupils are documented and monitored by staff . These can be found in the Behaviour management and risk assessments packs to be found in each classroom.

Parents will be made aware of the school's complaints procedure and be assured that should they make a complaint through that procedure the matter would be taken seriously and dealt with accordingly.

N.B. STAFF NEED TO CONSIDER THE NATURE OF EACH INDIVIDUAL CHILD'S ACTIONS AND TO FULLY UNDERSTAND THE CHILD'S DISABILITY IN ORDER TO DISTINGUISH BETWEEN NEGATIVE BEHAVIOURS AND BULLYING.

If a child has a particular behaviour problem – this will be stated along with set procedures if this behaviour occurs and how it is to be dealt with. Every member of staff dealing with the child will be made aware of these procedures so that the child's behaviour is dealt with in a consistent manner.

STAFF ANTI HARASSMENT AND BULLYING POLICY

Princes Primary School is committed to eliminating harassment, discrimination and bullying on the grounds of race, sex, disability, nationality, religious belief and sexual orientation amongst the workforce. All employees have a responsibility to ensure that they do not behave in a way that could be offensive to others or to allow others to do so. Employees can contribute by developing an awareness and sensitivity towards the issues of harassment, discrimination and bullying by ensuring that their behaviour and that of their colleagues does not cause offence to others.

Princes Primary School sets high standards as to how staff are expected to behave towards each other and to all visitors to the school. Harassment, Discrimination and Bullying is not acceptable and detailed below are examples and definitions of behaviour that will not be tolerated.

Harassment and discrimination

Harassment is unwanted conduct which affects the dignity of women and men at work. It includes unwelcome verbal, non-verbal and physical conduct that could amount to unlawful discrimination.

Discrimination means treating someone less favourably on the grounds of race, gender, disability, marital status, religious or cultural beliefs, age, employment status, trade union membership or on the grounds of being lesbian or gay.

Bullying

Bullying can be defined as persistent actions, criticism or personal abuse either in public or private by an individual or group of individuals, which humiliates, intimidates, undermines or demeans the individual involved.

It is important to draw a distinction between bullying and firm management. It must be recognised that we all work in a climate of intense, rapid change and that this means that we are required to work under pressure to achieve results, based on set performance targets. This would not constitute bullying.

Racial Harassment, Discrimination and Bullying

This is harassment based on race, nationality (including citizenship) or national origins. Examples include: racial abuse of a physical, verbal or prejudicial nature;

- racist jokes, insults, ridicule or name calling of a racist nature;
- display of racially offensive written or visual material including graffiti
- open hostility to black and other racial groups.

More subtle forms could include

- unfair allocation of work;
- unequal treatment in the application of conditions of employment;
- unreasonable pressure to complete tasks;
- exclusion from conversations and normal workplace activities or social events;
- unreasonable withholding of permission to attend self-organised groups within the workplace/trade union.

Sexual Harassment and Bullying

This is unwanted conduct of a sexual nature, or other conduct based on gender affecting the dignity of women and men at work including:

- physical conduct - unnecessary touching;
- patting;
- pinching;

- brushing up against another person's body;
- invasion of another person's body space;
- verbal conduct - unwelcome sexual advances;
- propositions;
- pressure for sexual activity;
- suggestive remarks;
- innuendoes or lewd comments;
- jokes of sexual or prejudicial nature;
- unwanted comments on dress or appearance;
- non-verbal conduct - display of pornographic or sexually suggestive pictures, objects or written material; leering;
- whistling or sexually suggestive gestures.

Disability Harassment, Discrimination and Bullying

This is unfair and unwelcome treatment based on the fact that a person has a physical or sensory impairment, learning difficulties, or is experiencing mental distress including:

- offensive, threatening or patronising language, action or behaviour including disability jokes;
- inappropriate comments and questioning regarding a person's impairment;
- the denial of an individual's identity as a disabled person;
- failure to provide reasonable adjustments in order for a person to perform their duties;
- prevention of attendance at officially recognised meetings of disabled employees.

Lesbian, Gay & Bisexual Employees

This is harassment, discrimination or bullying against people because they are lesbian, gay or bisexual. It is based upon the idea that lesbians, gay men and bisexual people are inferior to heterosexuals. Examples include:

- offensive jokes;
- ridiculing or name calling;
- comments that are anti-lesbian or anti-gay or which stereotype lesbians, gay men or bisexual people;
- The display or circulation of offensive written or visual material;
- use of verbal abuse;
- threats or derogatory comments about people who are, or are assumed to be, lesbian, gay or bisexual;
- using intrusive questioning about a person's partnership or domestic circumstances;
- the systematic exclusion of lesbians, gay men or bisexual people from workplace activities;
- unequal treatment in the application of conditions of employment.

Transgender & Transsexual Employees

Many of the examples of harassment, discriminatory or bullying behaviour already listed also apply to employees who are transgender or transsexual. It is unlawful to discriminate on the grounds that someone is transgender or transsexual. In addition, all employees should be aware that it is unlawful to disclose information in relation to someone's gender identity.

The Employment Code, including the Discipline and Grievance Procedures is available from the school office and all staff should be aware that the Senior Management Team have a responsibility to investigate all allegations of harassment, discrimination and bullying under the school's disciplinary and grievance procedures, and to take appropriate actions arising from any investigation.

Procedures

All complaints about bullying or harassment should be taken seriously and treated sensitively. It is important to discuss possible and desirable strategies with the victim in the first instance and proceed as appropriate.

It is important to find out what the member of staff wants to happen. Some may just want to talk about it and have it noted. Others may wish to make a formal complaint to their line manager or another senior member of staff. It is important that any issues of concern are dealt with promptly.

A full account of the incident (time, date, location, names, sequence of events, witnesses etc) should be written if the victim wants action to be taken. An impartial, confidential investigation into the allegation should be taken by a senior member of staff and further action taken as necessary. A referral to the LCC counselling service may be offered as required.

Monitoring

All records of incidents of bullying will be kept securely for three years. The effectiveness of the bullying policy will be reviewed on a regular basis by the Governors and Senior management team.