

DISCIPLINARY STEPS

1. The bully will be warned officially to stop offending.
2. We will inform the bully's parents/guardians
3. S/he may be excluded from the school premises at break and/or lunchtimes.
4. If s/he does not stop bullying, s/he will be suspended for a minor fixed period of one or two days.
5. If s/he carries on, a recommendation for suspension for a major fixed period of up to five days or an indefinite period will be given.
6. If the behaviour does not end, the pupil will be recommended for permanent exclusion.

Beryl Knowles
November 2006



HOLT COMMUNITY PRIMARY SCHOOL

How to deal with bullying

A guide for parents and guardians

- ◆ Your child comes home from school upset by something that has happened...
- ◆ Your child wants to take extra money to school – and can't really tell you why...
- ◆ Your child, who is usually no trouble to get to school, is upset and complains of tummy ache/earache/feeling sick...

It is likely that there is a simple explanation for these behaviours, but your child may be the victim of bullying.

This booklet is written to explain the school's view of bullying, how we deal with it and how you can work with us at school to help your child.

Bullies depend on fear and silence in their victims – we must work together to make it difficult for bullies to operate in our school.

What is bullying?

Bullying is a persistent, repeated, deliberate behaviour which makes another person feel unsafe/unhappy.

Bullying interferes with the work we do at school and is damaging to bullies and victims.

Bullying can be physical, name-calling, damage to property, exclusion from friendship groups.

Incidents which seem isolated can be part of bullying.

What to do if you think your child is being bullied.

- ◆ Look for unusual behaviour in your child – they may suddenly not want to attend school, feel ill regularly or not complete work to their normal standard.
- ◆ Always take an active role in your child's education, ask how the day has gone, who s/he has spent time with, how lunchtime was spent etc.
- ◆ If you think your child might be a victim of bullying behaviour, inform the school IMMEDIATELY. Your complaint will be taken seriously and appropriate action will follow.

How to help your child.

- ◆ It is important that you advise your child not to fight back. It can make matters worse.
- ◆ Tell your son or daughter that there is nothing wrong with him or her. It is not his or her fault that they are being bullied.
- ◆ Tell your child to try not to show that they are upset. It is hard but a bully thrives on someone's fear.
- ◆ Encourage your child to stay with a group of friends. There is safety in numbers.
- ◆ Encourage your child to be assertive by shouting 'No!' and walking confidently away.
- ◆ Tell your child to go straight to a teacher or member of staff. Assure them that they will be taken seriously.

We will deal with bullies in a way which will end the bullying and will not make things worse for the victim.

Remember that silence is the bully's greatest weapon

What we do at school

We believe it is important to support both the victim and the bully. If bullying is suspected, we talk to the suspected victim, the suspected bully and any witnesses.

If any degree of bullying is identified, the following action will be taken:

We help the victim in the following way:

- ◆ by offering him/her an immediate opportunity to talk about the experience with their class teacher or another teacher, if preferred,
- ◆ by informing the victim's parents/guardians,
- ◆ by offering continued support when necessary,
- ◆ by arranging for him/her to be escorted to and from the school premises,
- ◆ by taking one or more of the seven disciplinary steps listed overleaf.

We also discipline, yet try to help the bully, in the following ways:

- ◆ by talking about what has happened, to discover why s/he behaved in that way.
- ◆ by informing the bully's parents/guardians,
- ◆ by continuing to work with the bully in order to get rid of prejudiced attitudes as far as possible,
- ◆ by taking one or more of the seven disciplinary steps listed overleaf.