



OUR SCHOOL MOTTO IS:

Growing in Faith and Knowledge

OUR SCHOOL MISSION STATEMENT

St Joseph's Preparatory School is a Catholic School, which was founded by the Christian Brothers and is a place where the staff and governors work to bring the Gospel values into all areas of School life and where prayer, worship and liturgy are seen as meaningful experiences.

Each child is encouraged to strive for the highest possible standards of work and behaviour, whilst learning to live as a well-mannered, self-disciplined and tolerant individual both inside and outside the classroom. The children learn to live as happy and caring members of a School community, which values their unique individual talents, and also the needs of others.

St Joseph's Preparatory School values and nurtures a close partnership with parents and encourages the forming of meaningful links with the wider community. The children are encouraged to take part in extra curricular activities in order to develop an interest in sporting, cultural and recreational activities.

St Joseph's Preparatory School recognises its legal duty to work with Local Safeguarding Children's Board acting on behalf of children in need or enquiring into allegations of abuse.

We recognise that pupils have a fundamental right to be protected from harm and require a secure environment in order to learn effectively.

St. Joseph's Preparatory School's Safeguarding Children Policy follows the guidelines laid down by the City of Stoke on Trent Safeguarding Children's Procedures and "Working Together to Safeguard Children".

Our motto 'Growing in Faith and Knowledge' encapsulates the School's Aims:

- To provide a caring, Christian community, in which individuals can develop fully.
- To strive for excellence in all areas – academic, sporting, musical etc.
- To provide an ethos which brings the Gospel message alive.
- To develop strong community links.
- St. Joseph's Preparatory School has achieved International School Status and is an Eco School.
- We are a Dyslexia Friendly School.

St Joseph's Preparatory School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Anti Bullying Policy

Co-ordinator: Mrs S Hutchinson

This Policy was reviewed academic year 2011 / 2012



**St Joseph's Preparatory School
Stoke on Trent**

Anti-Bullying Policy

This Policy is applicable to all pupils, including those in the EYFS

1. Introduction

This document is a statement of the aims, principles and strategies for dealing with Bullying; it is underpinned by the Mission Statement and the Aims of St Joseph's Preparatory School. The policy takes account of School values and principles that allow pupils to learn how to interact with others and encourages them to talk about bullying. By means of applying its anti bullying policy, the School seeks to create an environment where opportunities to bully are limited.

The Anti Bullying Policy is consistent with the principles that underpin our Equal Opportunities and Race Policy.

St Joseph's Anti-Bullying Policy follows the guidance given by the Department for Education "Preventing and Tackling Bullying" 2011.

2. Definition

Bullying is a complex behaviour. It is the wilful, conscious desire to hurt, threaten or frighten someone else. The school understands the seriousness of bullying which can cause psychological damage and even suicide in extreme cases. Whilst not a specific criminal offence there are laws which apply to harassment and threatening behaviour.

Bullying can occur through several types of anti social behaviour. It can be:

- Physical

A child can be physically punched, kicked, hit, spat at etc.

- Verbal

Verbal abuse can take the form of name-calling. It may be directed towards gender, ethnic origin, physical/social disability, personality or religion.

- Via Technology

A child can be bullied via the internet and e-mail, word documents, online messaging and forums, mobile telephones and text messaging.

- Exclusion

A child can be bullied simply by being excluded from discussions/activities, with those they believe to be their friends.

- Damage to property or theft

Pupils may have their property damaged or stolen. Physical threats may be used by the bully in order that the pupil hands over property to them.

- Minority Groups

Pupils may be bullied because of their culture, sexual orientation or special educational needs. Bullying of this kind may be subtle and take many forms, including those named above.

3. Aims of Anti Bullying Policy

- To create a climate in School whereby bullying behaviour is not accepted by any member of the School community including parents.
- To implement strategies for all pupils, staff and parents to work towards the elimination of bullying.
- To establish effective procedures to identify and deal with bullying if and when it occurs.
- To make use of the curriculum to raise awareness of what bullying is and the School's expectations.
- To provide ongoing support and counselling for both victims and bullies.
- To involve outside professional agencies if and where necessary and helpful.
- To identify and record patterns in behaviour or personnel involved that may indicate bullying.

4. Prevention

The School curriculum is an important vehicle for activities designed to prevent an incidence of bullying and every opportunity should be taken to use it to counter bullying, for example:

- Assemblies
- PSCH
- Circle Time
- Rewards and Sanctions (as stated in the Discipline and Behaviour Policy)
- Parental involvement
- Presentations by outside agencies ,e.g. Theatre companies re bullying; Barbaranti re Esafety presentation to parents and pupils

These can all be a means of helping with assertiveness, self-esteem, self-awareness, awareness of others, co-operation and conflict. This is not an exhaustive list as teachers may use a range of strategies and areas in the curriculum.

As a School we strive to:

- Organise the community in order to minimise opportunities for bullying e.g. provide increased supervision at problem times.
- Use any opportunity to discuss aspects of bullying, and the appropriate way to behave towards each other.
- Deal quickly, firmly and fairly with any complaints, involving parents where necessary.
- Review the School Policy and its degree of success.
- The School staff will continue to have a firm but fair discipline structure. The rules should be few, simple and easy to understand.
- Not use teaching materials or equipment, which gives a bad or negative view of any group because of their ethnic origin or gender etc.
- Encourage pupils to discuss how they get on with other people and to form positive attitudes towards other people.

- Encourage pupils to treat everyone with respect.
- We will treat bullying as a serious offence and take every possible action to eradicate it from our School.

5. Management of Incidents

Our aim must be to provide a secure environment where pupils can report incidents confidently knowing that it is taken seriously.

Staff should be available to listen to:

- Any concerns and to inform the Headteacher of incidents they felt are of a serious nature.
- Investigate as soon as possible.
- Record the incident in the School's Incident Book.
- Respond appropriately and consistently in line with the Discipline and Behaviour Policy.
- Follow up.

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:

Help, support and counselling will be given as is appropriate to both the victims and the bullies:

We support the **Victims** in the following ways:

- By offering them an immediate opportunity to talk about the experiences with their class teacher, or another teacher if they choose.
- Informing the victim's parents/guardians.
- By offering continuing support when they feel they need it.

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

- By talking about what happened, to discover why they became involved.
- Informing the bullies' parents/guardians.
- By continuing to work with the bullies in order to get rid of prejudiced attitudes as far as possible.
- By taking one or more of the four disciplinary steps described below to prevent more bullying, we would envisage that steps 3, 4 and 5 would only be used in the case of serious incidents.

Disciplinary Steps

1. They will be warned officially to stop offending.
2. Informing the bully's parents/guardians.
3. If they do not stop bullying they will be suspended for a minor fixed period (one or two days).
4. If they then carry on they will be recommended for suspension for a major fixed period (up to five days) or an indefinite period.
5. If they will not end such behaviour, they will be recommended for permanent exclusion (expulsion).
6. Any instances of Cyber Bullying will result in an immediate two days suspension.

St. Joseph's Preparatory School takes bullying very seriously; staff awareness is raised through training. Every effort is made to reduce the risk of bullying at all times and to monitor places and situations where it might be likely to occur.

Co-ordinator: Mrs S D Hutchinson, Headteacher

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St. Joseph's Preparatory School is a Registered Charity and a member of the Independent Schools Association and the Catholic Independent Schools Conference