



Anti-Bullying, Equality and Diversity Guidelines

OUR SCHOOL'S VALUES AND BELIEFS

ALL pupils have the right to feel happy, safe and included. These rights are protected by the United Nations Convention on the Rights of the Child (UNCRC) and as a Rights Respecting School, we believe these are central to our positive school ethos. We recognise that the Equality Act 2010 makes it unlawful to discriminate against others because of their ethnicity, religion, gender or disability, along with other personal characteristics. We value diversity and promote tolerance and understanding of one another and are committed to advancing equalities for all. We know that bullying and discrimination can interfere with these rights and we work actively towards eliminating all forms of bullying and discrimination in our school.

WHAT IS BULLYING?

BULLYING is behaviour that makes people feel hurt, frightened and left out. It can happen face-to-face through actions or words (to someone or about them) or online through text messages, instant messaging, email and social networking websites. This behaviour may include the following.

- Being called names, teased, put down or threatened
- Being hit, tripped, pushed, kicked, physically assaulted in another way or being threatened with any of these
- Having belongings taken or damaged
- Being ignored or left out or having rumours spread about you
- Being sent abusive messages
- Being targeted because of who you are (or who are other people think you are)

It can happen again and again or just once or twice but someone who is bullied is likely to fear that it will be repeated and they feel powerless to stop it. Something only needs to happen once for them to feel worried or scared to go to school or other places they enjoy going to. Just because someone doesn't realise how hurtful their behaviour is, doesn't mean it's not bullying.

REMEMBER...

The word BULLYING is sometimes misused. It should NOT be confused with light teasing or a falling out with a friend or classmate.

WHY DO PEOPLE BULLY OTHERS?

It is possible for anybody to bully others or to be a victim of bullying themselves at different times in their life. Usually people bully others because they are feeling scared, sad, angry or jealous and they don't know what to do about it. They are hurting in some way and are looking for a way to shift their hurt onto somebody else. We know that this doesn't work. It's a bit like banging your head when you've got a toothache... It just makes things worse! In order for the hurt to stop, both parties need help from a responsible adult - the person who is being bullied AND the person or people who are doing the bullying.

- Bullying makes the VICTIM unhappy.
- The PERSON DOING BULLYING is also unhappy.
- Bullying also makes the SCHOOL unhappy because it has been made a place where dread and fear can live.

REMEMBER...

We know that labelling people is not useful so we do not call people 'bullies'. Instead we say 'the person/people carrying out bullying behaviour'. It is the behaviour that is the problem.

WHAT WILL OUR SCHOOL DO?

Something very important called GIRFEC (Getting it Right for Every Child) helps schools decide how best to look after all pupils, whatever their needs. In line with GIRFEC, all of our school staff are committed to doing everything we can to help anyone who is being bullied as well as the person/people doing the bullying.

- We will listen to the VICTIM and reassure them that they will be protected. We will get the bullying to stop and we will keep a record of the incident and the actions taken to help us to check that it doesn't happen again. We will let the people who look after them at home know (if they don't already) so that they can be supported there too.
- We will make very clear to the PERSON DOING THE BULLYING that their behaviour is not acceptable and will help them to sort out the unhappiness that is causing them to behave in this way. Usually, we will make the adult who cares for them at home aware so that they can help too. This person or people will always be treated fairly.
- Depending on the situation, we will use strategies such as peer mediation, de-escalation and loss of privileges or others in line with our **Positive Relationships for Better Learning and Behaviour Guidelines**. Once the bullying has been dealt with, SCHOOL will become a happier place for all.

WHAT DO PUPILS NEED TO DO?

You must tell a trusted adult (any teacher, PSA or other member of staff) if bullying is happening to you or if you know it is happening to someone else. If you don't want to talk to an adult in school about it you could talk to an adult at home and they can tell us.

REMEMBER...

TELLING TALES is different from TELLING. TELLING TALES is something you do when you want to get somebody into trouble for something that's a little deal but TELLING is something you should always do when something is a big deal and you are worried and need help for yourself or somebody else. If you are not sure which it is, talk it over with a trusted adult at home or at school and they can help you to decide.

WHAT CAN PARENTS AND CARERS DO?

Parents and carers can help pupils, staff and the school by doing the following.

- Supporting our anti-bullying, equality and diversity guidelines and procedures.
- Encouraging their children to be positive members of the school community.
- Discussing with their child's teacher any concerns that their child may be experiencing.
- Helping to establish an anti-bullying culture outside of school.
- Speaking to the Head Teacher if their concerns are serious and ongoing.

We recognise that there may be times when parents and carers feel that we have not dealt well with an incident of bullying and we ask that this be brought to the Headteacher's notice. If the Headteacher cannot resolve these concerns informally, parents can raise their concerns more formally through the school's Complaints Procedure. If early resolution at this stage is not achieved, then the matter can be referred to the Department's Advice and Conciliation Service. We are also pleased to receive feedback from parents when things have gone well.

PROCEDURES AND ACTIONS FOR OUR SCHOOL

Communicating our policy and preventing bullying

- We advertise our anti-bullying, equality and diversity guidelines on our school website.
- We have posters in classrooms reminding pupils that bullying (or any form of discrimination) is not acceptable and showing sources of confidential help.
- We provide guidance to pupils, explaining what they should do if they are being bullied, or if they see another pupil being bullied (see overleaf).
- Our Health and Wellbeing Building Resilience programme and our Rights Respecting Schools initiative feed into our knowledge and understanding of this issue.
- We have an Anti-Bullying Week once a year and at least two assemblies focusing on the issue. We also have an annual Diversity Week to celebrate and promote equality.
- We provide guidance to pupils and parents/carers about cyberbullying or any other form of bullying that may be taking place outside of school.
- We carry out pupil questionnaires and focus groups to look at our school ethos and happiness.
- We have friendship and nurture groups and regular circle time opportunities in class.
- We have a buddy system between the oldest and youngest pupils.
- PSAs who supervise in the playground are alert to potential concerns.
- Staff are supported and encouraged to access professional development in this area.
- We promote equality and anti-bullying in our school development and curriculum plans.

Reporting, recording and monitoring incidents

- Pupils can report concerns to **any** member of staff they feel comfortable speaking to.
- Parents and carers should speak to their child's class teacher in the first instance but if their concerns are ongoing, they should contact the Headteacher.
- The *Headteacher/Depute/PT* keeps a record of incidents along with a brief description of the actions taken and the number and nature of these are reviewed every year.
- We carry out an Equality Impact Analysis when we create or update any policy to ensure that we take the needs of all groups into account.