[Name of Faith Institution]

Registered Charity Number:

Address:

Anti-Bullying Policy

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| **Version** | Ver 1 | **Approved by** | Trustees |
| **Dated** |  | **Next review due on** |  |

**Purpose**

At the Charity every child matters and we strive to be healthy, stay safe and enjoy and achieve. The Charity expects good behaviour and discipline amongst all children enrolled and attending the charity with the consequence that bullying has no place in the Charity.

A description of what is meant by the term bullying and of the possible signs of bullying is set out in Appendix 1. If it occurs it is taken very seriously as it is unacceptable and will not be tolerated.

The Charity aims to encourage every child and their parent(s) or carer to tell a member of staff and/or the Trustees if that child is being bullied or has concerns about bullying or if they have seen bullying take place. Children and their parents/carers should be confident that their concerns will be carefully investigated, and if substantiated, taken seriously and acted upon.

**Roles and responsibilities of Trustees, staff, volunteers and parents**

The **Trustees** will:-

* be responsible for ensuring that this policy is implemented.
* in the event that the staff are unable to resolve the situation with those children involved in an incident of bullying, discuss the situation with those children involved; inform other staff; inform the parents or carers and arrange a meeting as appropriate and decide on a co-ordinated action to support the child being bullied and to teach the perpetrator how to behave in an acceptable manner and to understand the consequences of their actions.
* maintain written records of the incident and the outcomes reached

**Other staff and volunteers** will:-

* Be alert to signs of bullying and act promptly and firmly against it.
* Attempt to deal with any incident of bullying and immediately thereafter report to the Trustees.
* To contribute evidence / observations to written records in accordance with Safeguarding Policy and Procedures.

**Children** will be expected to:

* maintain standards of good behaviour as modelled by their teachers
* speak openly about bullying
* show that they disapprove of bullying by giving sympathy and support to children who may be being bullied.

This Anti-bullying Policy is approved and endorsed by the board of Trustees who will make it readily available to parents. It should be read in conjunction with:

• Safeguarding Policy and Procedures Policy

We are committed to reviewing this Policy and good practice annually. This Policy was last reviewed on:

…………………………………………….. (date)

Signed:

………………………………………………[this should be signed by the most senior person within your organization]

**Appendix 1**

***What is meant by the term “bullying”?***

Bullying can be described using such terms as harassment, teasing and peer abuse. Bullying is the most general term available to us as it can include a wide range of hurtful behaviours. A child is being bullied when he/she is being exposed "repeatedly and over a period of time" to negative actions on the part of one or more other children. One instance of bad behaviour is not bullying. Children can sometimes behave inappropriately but it does not necessarily constitute bullying.

Bullying can be:

* Physical - pushing, hitting, kicking, punching or any use of or threatened use of physical violence;
* Verbal - name calling, sarcasm, spreading rumours, nasty teasing, writing notes;
* Emotional - indirect means of hurting others - deliberate excluding people from groups, tormenting, racial taunts, threatening or rude gestures. This type of bullying can be less obvious;
* Cyberbullying using social media, email, the internet and phones.
* Menacing - hiding belongings, demanding possessions or money, demanding the victim's or the bystander's silence when bullying has taken place.

1. **Identification of possible victims of bullying:**

Possible signs within the Charity:

* + changes to normal behaviour
  + teasing
  + being called names
  + taunted
  + threatened
  + subdued - withdrawn
  + made fun of; gets picked on
  + involved in quarrels
  + feigns illness
  + not picked for playground teams
  + doesn’t wish to speak up in class
  + unhappy
  + gradual deterioration in performances
  + poor self-image

Possible signs at home:

* + frightened of walking to and from [Name of Faith Institution].
  + is unwilling to go to [Name of Faith Institution], or feels ill before attending the [Name of Faith Institution]
  + becomes surly towards family members
  + becomes withdrawn, starts stammering, lacks confidence
  + refuses to say what's wrong
  + begins to bully
  + becomes aggressive and unreasonable
  + unexplained damage to clothing

**It is important for trustees, staff and parents to recognise that these factors could be due to a number of other reasons including safeguarding concerns or other unrelated reasons.**

1. **Being a bully - possible signs**:
   * teasing in a nasty way
   * intimidates and threatens
   * selects weaker and relatively defenceless children
   * hot tempered
   * aggressive to adults
   * expected to be tough
   * has some following - popularity
   * sly-intelligent
   * arrogant