St Edmunds CofE Primary School Anti-Bullying Procedures

START

<u>Ways of letting us know:</u>

- Tell a teacher or other member of staff
- Use the school website to contact the school office

Incident is recorded on the school's online recording system and is investigated.

Is the incident part of a pattern that could be bullying?

No

School will take appropriate action in line with the Behaviour Policy to deal with the incident.

Staff to monitor.

Yes

Within 2 working days, the school will implement actions in the Anti-Bullying Policy:

- Interview with the alleged target of bullying
- Interview with the children alleged to be bullying

Upon the outcome of the interviews, the school will take appropriate actions to respond to the behaviours.

Parents of the alleged target of bullying and the child alleged to be bullying kept in contact with.

The schools Pupil Support Worker/FLO will provide support/check-ins regularly.

One week after, interview will be held with the alleged target of bullying to follow up.

Has the bullying stopped?

Yes

Parents of the alleged target of bullying and the child alleged to be bullying to be informed of outcome.

No

Meeting with parents of the child alleged of bullying.

Additional actions explored and agreed upon.

Additional support provided for target of alleged bullying.

Closely monitored by all staff.

Regular contact kept with both sets of parents until the case is closed.

When talking to your child, it might be helpful for you to ask open questions, not closed questions.

Closed questions are questions that can only be answered with a 'yes' or 'no' e.g. "Do you have friends at school?" Open questions encourage a longer conversation, e.g. "How are you finding school?" or "What do you like to do at break time?"