

**Anti-Bullying Policy**

Definition of Bullying

Bullying is repeated aggression, verbal, psychological or physical conducted by an individual or group against others. We say a child is being bullied or picked on, when another child or group of children say nasty or unpleasant things to him or her. It is also bullying when a child is hit, kicked, threatened, sent nasty notes or when no-one talks to him/her.

Belton pre-school’s Approach:

* To build an ethos of non-confrontation.
* To mediate between the victim and the perpetrators or perpetrator.
* To provide support and security to the victim and the perpetrator.
* To help perpetrators to move away from the need to bully.

**Aims and Objectives**

Bullying is wrong and is damaging to individual people. Belton pre-school proactively implements policies and procedures to prevent this, by developing a pre-school in which bullying is regarded as unacceptable.

We aim to deliver a safe and secure environment where all children can play and learn without fear or anxiety.

This policy aims to produce a consistent response to any bullying incidents that may occur.

We aim to make all those connected with the nursery aware of our opposition to bullying and staff have a responsibility to eradicate bullying in our nursery.

We do not tolerate any kind of bullying. Racist bullying and name calling needs to be dealt with in the same way as other forms of bullying and support all parties involved to gain a full understanding of our ethos.

All reports of bullying, no matter how trivial, will be investigated and dealt with by a member of staff. In that way children will gain confidence in “telling”. This confidence factor is of vital importance.

1. Serious cases of bullying behaviour by children will be referred immediately to the Manager.
2. Parents or guardians of victims or bullies will be informed by the manager earlier rather than later of incidents so that they are given the opportunity of discussing the matter. They are then in a position to help and support their children before a crisis occurs.
3. All staff should report any incidents of bulling behaviour witnessed by them to the co-ordinator.
4. In the case of a complaint regarding a staff member, this should be raised with the manager.
5. In the case of a complaint regarding the manager, this should be raised with the chair of the management committee.

**Procedures for Investigating and Dealing with Bullying**

Belton pre-school will take a calm, unemotional problem-solving approach when dealing with incidents of bullying behaviour reported by children, staff or parents/guardians. In any incident of bullying, the member of staff will speak separately to the child/children involved, in an attempt to get both sides of the story. All interviews will be conducted with sensitivity and with due regard to the rights of all the children concerned. Children who are not directly involved can also provide useful information in this way.

1. When analysing incidents of bullying behaviour, the pre-school will seek answers to questions of what, where, when, who and why, in a calm manner, setting an example in dealing effectively with the conflict in a non-aggressive manner.
2. If a group is involved, each member will be interviewed individually and then the individuals are met as a group. Each member will be asked for his/her account of what happened to ensure that everyone is clear about what everyone else has said. Other children may also be interviewed to get a clearer picture.
3. The staff who is investigating cases of bullying behaviour will keep a written record of their discussions with those involved. It may also be appropriate or helpful to ask those involved to write down their account of the incident.
4. In cases where it has been determined that bullying behaviour has occurred, the manager will meet with the parents or guardians of the two parties involved as appropriate to (a) explain actions being taken and the reasons for them, referring them to the pre-school policy on behaviour management (b) discuss ways in which they can reinforce or support the actions taken by the pre-school.
5. Separate follow-up meetings, with the two parties involved will be arranged, with a view to possibly bringing them together at a later date if the victim is ready and agreeable. This can have a therapeutic effect.
6. In cases where it has been determined that bullying behaviour has occurred by a staff member to another staff member, discipline procedures as laid down in the staff handbook may come into force.

The role of the manager

* It is the responsibility of the manager to implement the pre-school anti-bullying strategy and to ensure that all staff (paid/unpaid) are aware of the policy and know how to deal with incidents of bullying.
* The manger ensures that all children begin to learn that bullying is wrong and that it is unacceptable behaviour in the nursery. The manager draws the attention of everyone to this fact through staff meetings and monitoring that this is being implemented on a regular basis.
* The manager ensures that all staff are in receipt of sufficient training to be equipped to deal with any incidents of bullying.
* The manager set the pre-school climate of mutual support and praise for successes, so making bullying less likely. When people feel they are important and belong to a friendly and welcoming setting, bullying is far less likely to occur.

The role of staff

* Staff in the pre-school take all forms of bullying seriously and intervene to prevent incidents from taking place. A record is kept of all incidents of bullying that happen in the nursery and these are shared with the manager.
* If staff witnesses an act of bullying they will do all they can to support the person or persons who are being bullied. If a child is repeatedly involved in bullying other children, staff will inform the Manager and the action plan reviewed. The Manager will then invite the child’s Parents/Carers in to discuss the situation. In more extreme cases e.g. where these initial discussions have proven ineffective, the Manager may contact external support agencies following consultation with parents/carers.
* For all incidents of bullying behaviour incident form should be completed. We record all incidents of bullying that occur within the pre-school.
* If practitioners become aware of any bullying taking place between members of a group, we deal with the situation immediately. This will involve supporting all parties to understand that this is not acceptable to be bullied, to be the recipient of bullying, and that the nursery will deal with the situation very seriously. If the patterns repeat of bullying the child’s parents should be asked to meet with the manager.

The role of parents

* Parents, who are concerned that their child might be being bullied, or who suspect that their child may be the perpetrator of bullying, should contact the pre-school manager immediately.
* Parents have a responsibility to support the pre-school’s anti bullying policy and actively encourage their child to be a positive member of the pre-school.
* Parents are expected to help develop their child’s social skills at all times, in support of the pre-school ethos.

**Addressing bullying**

All members of the nursery, parents/carers and children have a responsibility for helping all who are involved in bullying. This should be done in a sensitive, positive and supportive manner by

* Talking to and supporting all those involved
* Discussion at circle time
* Stories, assemblies
* Role play
* Use of books and videos

**Strategies for dealing with bullying**

* Act upon referral from parents, other staff members, children
* Close observation
* Discussion with those involved
* Discussion with parents
* Discussion with staff to ensure a consistent approach – Action Plan
* Continuous observation
* Create/Review Action Plan
* Positive Play

**Complaints Procedure**

* If any parent/carer are unhappy with the way an incident of misbehavior or bullying has been handled by the pre-school, they should follow the procedures set out in the Complaints Procedure

**Linked Policies**

* Child Protection and Safeguarding Policy
* Complaints Procedure
* Equality Policy
* Behaviour policy

**Pre-school rules**

These simple rules have been devised to help children learn about keeping themselves and others safe, anti-bulling and looking after the pre-school environment and supporting each other.

There are simple rules, which can be elaborated on by adults to support a particular behaviour according to individual circumstance.  The written phrase, with a supporting picture are found around the setting for adults to refer to, in addition to group time discussion.  The rules are:

1. Take care of each other (Kind hands, Kind words, Kind sharing)
2. Use walking feet inside
3. Use a talking voice inside
4. Wash your hands (after toilet and before snack)
5. Take just what you need
6. Put back what you play with
7. Hang up your coat/apron
8. We all tidy up

*Monitoring and Review*

This policy is monitored regularly by the manager to ensure it is up to date with the requirements of the Early Year Foundation Stage (EYFS) guidelines.

Signed: ………………………………………………………………. Date Reviewed:………….……………………..