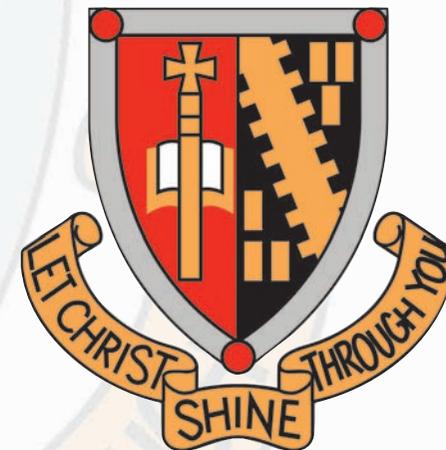


# St Mungo's High School

St Mungo's . . . helping create confident individuals,  
responsible citizens, successful learners  
and effective contributors.

This is one in a series of booklets on Learning and Teaching.  
For other booklets please contact the school office.



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... where  
everyone's  
determined  
to succeed



**Falkirk Council**  
Education Services



## ***Anti Bullying Policy***

## How can parents help?

A child may indicate signs or behaviour that he or she is being bullied. These signs could indicate other problems but bullying should be considered a possibility and should be investigated. Adults should be aware of these possible signs and they should investigate if a child:

- Is frightened of walking to or from school
- Doesn't want to go on the school/pupil bus
- Changes their usual routine
- Is unwilling to go to school/begins to truant
- Becomes withdrawn, anxious, or lacking in confidence
- Starts stammering
- Attempts or threatens suicides or runs away
- Cries themselves to sleep at night or has nightmares
- Feels ill in the morning
- Begins to do poorly in school work
- Has possessions which are damaged or 'go missing'
- Asks for money or starts stealing money
- Has dinner or other monies continually 'lost'
- Has unexplained cuts or bruises
- Comes home starving (lunch money stolen)
- Becomes aggressive, disruptive or unreasonable
- Is bullying other children or siblings
- Stops eating
- Is frightened to say what's wrong
- Gives improbable excuses for any of the above
- Is afraid to use the internet or mobile phones

## Aims of this Booklet

Bullying of any kind is unacceptable in our school. Our responsibility as a school is not only to suppress acts of bullying but also to promote cooperative and pro-social ways of thinking and behaving amongst pupils. In this way, the school ethos can more positively address those elements of school life which foster intimidating behaviour. In addition, the well being of those pupils particularly vulnerable to bullying can be sustained and the general body of pupils can benefit from a climate whereby all have the opportunity to achieve success socially as well as academically. The aims of this booklet are to:

- Increase awareness of the nature of bullying
- Establish the mechanisms to deal effectively with all incidents of bullying
- To make sure all teaching and non teaching staff know the policy and follow it when bullying is reported
- Develop and maintain a safe, welcoming and bully free environment for all pupils
- Make all pupils and parents aware of the schools policy on bullying.



## Definitions of Bullying

Bullying is the use of aggression with the intention of hurting another person. Bullying results in pain or distress to the victim.

### *Bullying can be:*

- Emotional - being unfriendly, excluding, tormenting (e.g. hiding books, threatening gestures)
- Physical - pushing, kicking, hitting, punching or any use of violence
- Racist - racial taunts, graffiti, gestures
- Sexual - unwanted physical contact or sexually abusive comments
- Verbal - name calling, sarcasm, spreading rumours, teasing
- Cyber - all areas of internet such as e mail and chat room misuse, mobile threats by text messaging and calls, misuse of associated technology i.e. cameras and videos.

### *Reconciliation*

Many cases of bullying are isolated incidents or relatively short term misunderstandings. It is important that all parties are informed as to the outcome of the school's intervention as uncertainties can sometimes lead to lingering resentment, misunderstanding or unnecessary fears.

There will often be merit in the two parties (and even parents) meeting together in order that the matter can be resolved in the most transparent way.

## Resources

[www.kidshealth.org](http://www.kidshealth.org)

[www.parentzonescotland.gov.uk](http://www.parentzonescotland.gov.uk)

[www.childrenslegalcentre.com](http://www.childrenslegalcentre.com)

[www.beatbullying.org](http://www.beatbullying.org)

[www.bullying.co.uk](http://www.bullying.co.uk)

[www.bullyonline.org](http://www.bullyonline.org)

[www.childline.org](http://www.childline.org)

[www.safechild.org](http://www.safechild.org)

[www.kidscape.org.uk](http://www.kidscape.org.uk)



## Support and Counselling

### *The Victim*

It is extremely important that the victim understands that, normally, they have done nothing wrong. Bullying can have a serious effect on those involved and it is the responsibility of the school to support the victims in the best way possible.

- The victim should be asked to give an account of bullying with a view to confronting any lingering fears or anxieties which they may have
- Equally they may have unwittingly contributed in some way to the behaviour of the perpetrator. It is important to address this possibility
- Where appropriate the meeting may involve the pupil mentor
- The pupil should be reassured that the school will do everything in its power to ensure that, where possible, there will be no re-occurrence of bullying incidents.

### *The Perpetrator*

It is important that the school takes the most appropriate measures to deal with and possibly punish the bully. He or she may have distinct needs, however, and these should also be addressed.

- The bully should be confronted with the consequences of his or her bullying on the life of the victim
- The bully will be given the most appropriate school sanction which could vary from a punishment essay to a formal exclusion
- Where necessary the parents of the bully will be asked to report to the school for an interview with either the appropriate Pastoral or Depute.

## What we do

All members of the school community take responsibility for deterring, reporting and challenging bullying therefore ensuring the implementation of the Falkirk Council Anti Bullying policy.

### *Anti Bullying Coordinator*

The anti bullying coordinator is responsible for recording and monitoring bullying incidents.

### *Teaching Staff*

Each member of staff has a responsibility to:

- Maintain a bully free environment within their own class
- Be alert to the signs of bullying of and by pupils
- Deal with all incidents of bullying which they observe wherever they occur and to make a judgment on those which ought to be referred (using a referral form) to either a Pastoral Head or the appropriate depute
- Be conversant on the school policy on anti bullying.

### *Pastoral Heads*

Pastoral Heads play a crucial role in ensuring the well being of all pupils. In particular, they are required to:

- Liaise with families of the victims or perpetrators of bullying
- Advise staff of pupils who are either the victim or the perpetrator of incidents of bullying
- Provide counselling to victims of bullying
- Identify any support which may be required for the bully
- Be fully conversant with and implement all aspects of the school policy on anti bullying.



### *Other Staff*

Bullying can take place at any time and in any part of the school. It is important that all staff, school helpers, Janitors, Dinner Ladies etc. are vigilant to acts of bullying and refer them immediately to either a member of staff, Pastoral Head or Depute.

### *Parents*

- Parents should make contact with the school whenever they feel their son or daughter is being bullied
- Equally they should take responsibility to ensure that their child is not bullying others

They should fully support the sanctions taken by the school if their son or daughter is found to be bullying.

### *Deputes*

Deputes have the responsibility to ensure that the school policy on anti bullying is fully implemented and that all incidents of bullying and properly dealt with. They should:

- Be available to teaching staff who wish to inform them of incidents they have dealt with
- Advise Pastoral Heads of incidents which have been referred to them
- Take personal responsibility for acts of bullying whenever necessary
- Make judgements on the sanctions which should be used to deal with acts of bullying
- Inform the anti bullying coordinator who will record the incident
- Ensure that the school policy on anti bullying is regularly evaluated and reviewed.



### *Pupils*

Pupils are often the best people to notice bullying taking place. It is important that they take an active role in informing staff whenever they see or are aware of acts of bullying. Pupils should report all acts of bullying to a trusted teacher even if they are not directly involved.

### *Mentors*

Pupils should be encouraged to confide in their class mentors for any acts of bullying they witness or are involved in. Mentors should report all acts of bullying to a member of staff.

