

The Willow on the Farm Bullying Policy

Summary:

- Defining bullying
- Dealing with bullying behaviour

At The Willow on the Farm, it is the responsibility of the Manager, Alice Clark, to have a clear policy outlining our response to bullying. All staff, children and parent/carers, are made aware of this policy. Bullying must not be tolerated or excused under any circumstances.

Defining bullying

Bullying could be defined as the repeated harassment of others through emotional, physical, verbal or psychological abuse (including racism). Examples of such behaviour are as follows:

- Emotional: Being deliberately unkind, shunning or excluding another person from a group or tormenting them. For example, forcing another person to be 'left out' of a game or activity, passing notes about others or making fun of another person.
- Physical: Pushing, scratching, spitting, kicking, hitting, biting, taking or damaging belongings, tripping up, punching or using any other sort of violence against another person.
- Verbal: Name-calling, put-downs, ridiculing or using words to attack, threaten or insult. For example, spreading rumours or making fun of another person's appearance.
- Psychological: Behaviour likely to instil a sense of fear or anxiety in another person.
- Cyber bullying.

The Willow on the Farm makes every effort to create a tolerant and caring environment, where bullying behaviour is not acceptable.

Dealing with bullying behaviour

If bullying behaviour occurs The Willow on the Farm will adopt the following response:

- All incidents of bullying must be addressed thoroughly and sensitively.
- Children should be encouraged to immediately report any incident of bullying that they witness. They must be reassured that what they say will be taken seriously and handled carefully.
- Staff have a duty to inform Alice if they witness an incident of bullying involving children or adults at the setting.
- If a child or a member of staff tells someone that they are being bullied, they will be given the time to explain what has happened and reassured that they were right to tell.
- The individual who has been the victim of bullying should be helped and supported by the staff team. They should be kept under close supervision and staff will check on their welfare regularly.
- In most cases, bullying behaviour can be addressed according to the strategies set out in the Behaviour Management policy. The bully should be encouraged to discuss their behaviour and think through the consequences of their actions. Where appropriate, they will be encouraged to talk through the incident with the other person concerned.

- We use RULER.....
- Where bullying behaviour persists, more serious actions may have to be taken, as laid out in the Suspensions and Exclusions policy.
- A member of staff must inform the parent/carers of all the children involved in a bullying incident at the earliest possible opportunity. If appropriate, staff should facilitate a meeting between the relevant parent/carers. At all times, staff should handle such incidents with care and sensitivity.
- All incidents of bullying must be reported to Alice and must be recorded in the Incident Record Book. In the light of reported incidents, Alice and other relevant staff will review the setting's procedures in respect of bullying.

Useful Resources:

- ACAS 08457 474747 or www.acas.org.uk - ACAS (Advisory, Conciliation and Arbitration Service) aims to improve organisations and working life through better employment relations
- Managing Behaviour in the Early Years by Janet Kay
- Dealing with Bullying in Schools. A Training manual for teachers, parents/carers and other professionals by Mona O'Moore and Stephen James Minton.
- www.kidscape.org.uk 0207 730 3300 Kidscape, charity devoted to keeping children safe from sexual abuse and bullying
- www.direct.gov.uk - Direct Gov, for information relating to legislation
- www.unicef.org
- <http://www.childline.org.uk/explore/bullying/pages/bullying.aspx>
- <https://www.childline.org.uk/Explore/Bullying/Pages/online-bullying.aspx> - Bullying online

Legislation:

- Children Act 1989 and 2004
- Conventions on the Rights of the Child,
- UNICEF 1989
- Data Protection Act 1998
- Employment Equality (Religion or Belief) Regulations 2003
- Employment Equality (Sexual Orientation) Regulations 2003
- Every Child Matters - Change for Children 2004 Freedom of Information Act 2000 Race Relations Act 1976 Race Relations Amendment Act 2000 Sex Discrimination Act 1975 and 1986 Sex Discrimination (Gender Reassignment) Regulations 1999
- The Human Rights Act 2000

Name of Person Reviewing Policy	Date Review Carried Out	Date to be reviewed (Yearly / when necessary)
Dawn Wilson-Fry	Written 31/03/2017 Reviewed 08/06/17	July 2018
Alice Clark	03/09/18	Sept 2019