**Busy Bodies Child Care Centre Ltd**

**Anti-Bullying Policy**

Busy Bodies believes that children, young people and adults flourish best in an ordered environment where they are free to play and learn without fear of being hurt or restricted by anyone else, where everyone knows what is expected in an atmosphere of encouragement and mutual respect.

Bully affects everyone not just the bullies and the victims. It also affects those other children who watch, and less aggressive children can be drawn in by group pressure. Bullying is not an inevitable part of Busy Bodies life or a necessary part of growing up, and it rarely sorts itself out. It is clear that certain jokes, insults, intimidating/ threatening behaviour, written abuse and violence are to be found in all societies. No person or group, whether staff or child, should have to accept this type of behaviour. Only when all issues of bullying are addressed will a child best be able to benefit from the opportunities available at the setting.

Busy Bodies believes that its children and young people have the right to learn in a supportive, caring and safe environment without the fear of being bullied. All settings both big and small, contain some number of pupils with the potential bullying behaviour. When a setting is well disciplined and organised it can minimise the occurrence of bullying. Busy Bodies has a clear policy on good citizenship, where it is made clear that bullying is a form of anti-social behaviour. It is wrong and will not be tolerated. It is important therefore that Busy Bodies has a clear written policy to promote this belief, where children, young people and parents are fully aware that any bullying and complaints will be dealt with firmly, fairly and promptly.

**Procedure**

What is bullying?

Bullying can occur through several types of anti-social behaviour. It can be:

Physical

A child can be physically punched, kicked, hit, spat at, etc.

Verbal

Verbal abuse can take the form of name-calling. It may be directed towards gender, ethnic origin, physical / social disability, or personality, etc.

Exclusion

A child can be bullied simply by being excluded from discussions / activities, with those they believe to be their friends.

Damage to property or theft

Children and young people may have their property damaged or stolen. Physical threats may be used by the bully to the children and young people to hand over property.

What can you do if you are being bullied ?

Remember that your silence is the bully’s greatest weapon

* Tell yourself that you do nor deserve to be bullied, and that it is wrong.
* Be proud of who you are. It is good to be an individual.
* Try not to show that you are upset. It is hard but a bully thrives on someone’s fear.
* Stay with a group of friends / people. Safety in numbers
* Be assertive - shout “no!” walk confidently away. Go straight to a member of staff.
* Fighting back may make things worse. If you decide to fight back, talk to a member of staff first or a parent/carer.
* Generally it is best to tall an adult straight away. You will get immediate support.

Adults and members of staff take bullying very seriously and will deal with bullies in a way in which will end the bullying and will not make things worse. It would be helpful to list some of the things that might happen.

If you know someone that is being bullied.

* Take action. Watching and doing nothing looks as if you are on the side of the bullying. It makes the victim feel unhappy and on their own.
* If you feel you cannot get involved, tell an adult or member of staff immediately. Staff have ways of dealing with people who bully without getting you into trouble.
* Do not be, or pretend to be, friends with someone who is a bully.

As a parent:

* Look for unusual behaviour in your children. For example, they may suddenly not wish to attend Busy Bodies, feel ill regularly, or not complete work to their normal standard.
* Always take an active role in your child’s education. Enquire how their day has gone, who they have spent their time with, how lunch time was spent, etc.
* If you feel your child may be a victim of bulling behaviour, inform the school or Busy Bodies immediately. Your complaint will be taken seriously and appropriate action will follow.
* It is important that you advise your child not to fight back. It can make matters worse.
* Tell your child that there is nothing wrong with him or her. It is not his or her fault that they are being bullied.
* Make sure your child is fully aware of this policy and that they should not be afraid to ask for help.

As a setting:

* The setting is organised in such a way that minimises opportunities for bullying.
* Use the opportunity to discuss aspects of bullying, and the appropriate way to behave towards each other.
* Deal quickly, firmly and fairly with any complaints, involving parents where necessary.
* Staff will continue to have a firm discipline structure. The rules should be few and easy to follow.
* Not use teaching materials and equipment which give bad or negative view of any group because of their ethnic origin or gender.
* We encourage children and young people to discuss how they get on with other people and to form positive attitudes towards other people. This includes a review of what friendship really is.
* We encourage pupils to treat everyone with respect.
* We will treat bullying as a serious offence and take every possible action to eradicate it from Busy Bodies.

Action to be taken when bullying is suspected

If bullying is suspected we talk to the suspected victim, the suspected bully and any witnesses. If any degree of bullying is identified the following action will be taken:

Help and support will be given as is appropriate to both the victim and the bullies.

We support the victims in the following ways:

* By offering them an immediate opportunity to talk about the experience with a member of staff.
* Informing the victims parents / carers.
* By offering continued support when they need it.
* By taking one or more of the seven steps described below to prevent more bullying.

We also discipline, yet try to help people who have been bullied in the following ways:

* By talking about what happened, to discover why they became involved.
* Informing the bully's parent/carer.
* By continuing to work with the bullies in order to get rid of prejudiced attitudes as far as possible.
* By taking one or more of the disciplinary steps described below to prevent more bullying.

Disciplinary steps

1. They will be warned officially to stop offending.
2. Informing the bullies parents/carers.
3. They may be taken to one side of internal exclusion.
4. They may be excluded from Busy Bodies premises.
5. We may arrange for them to be escorted to and from the premises.
6. If they do not stop bullying they may be excluded for a minor fixed period.
7. If they then carry on they will be excluded for a major fixed period or an indefinate period.
8. If they will not end such behaviour, they will be recommended for permanent exclusion.

This policy and procedure will be reviewed annually.

Updated on ………………………………………….. By …………………………………………………………..

This policy has been read, understood and signed by all the staff.

Signed ………………………………………………….. Signed………………………………………………………..

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