


Don't suffer in silence!
Don't feel sad!

Tell an adult



Fordley Primary School



Anti-Bullying Handbook for Fordley children and their families



Created and reviewed by our children and
Mrs Withers—July 2024

Our amazing School Council created and reviewed this handbook, with Mrs Withers.

Fordley Primary School children are kind to each other. We respect each other for the unique individuals we all are. This booklet is to help anyone if they think they are being bullied.

If you are being bullied, you should tell someone. Fordley Primary School does not accept bullying within and outside of our school.



Introduction

In this booklet you will find out where to get help if you are being bullied. Don't think that you're alone. If you're being bullied remember that it is not your fault.

There are lots of trusted adults who you can talk to in school and at home about bullying such as your parents or carers, the adults in school (for example your class teacher, Mrs Withers, Mrs Boyes, Mrs Miller, the Lunchtime Supervisors), ChildLine on 0800 11 11, or any other members of your family.

Remember, there's always someone who can help!



Complaints Procedure

You should:

- contact the Headteacher to discuss the problem. (or appropriate senior member of staff)
- make an appointment so that time can be allowed to hear your concerns fully.
- The complaints procedure for North Tyneside Schools is available on the school website www.fordleyschool.com

The Headteacher (or representative) will:

- wherever possible respond to your complaint immediately OR, where this is not possible
- investigate your complaint and respond in writing within 10 school days OR
- invite you to a meeting to explain the outcome

If you would like further help and support the following organisations offer a range of support.

Anti - bullying network
[www. Antibullying.net](http://www.Antibullying.net)
Childline 0800 1111
www.childline.org
Kidscape 08451205204
www.kidscape.org.uk
Parentline Plus
www.parentlineplus.org



School Procedures

The process for dealing with cases of bullying is:

1. If bullying is taking place or a child reports a problem, staff will take action immediately.
2. All people involved will be interviewed within 24 hours and a brief report will be made detailing who was involved and what happened.
3. Parents/carers will be informed that bullying has occurred and how it is being dealt with.
4. Something will be done to make the child feel safe as soon as possible.
5. Monitoring will happen every day and parents/carers will be updated



Guidance for Parents

How to help your child?

- Watch out for signs of changes in their attitude such as frequent headaches or tummy aches or being unusually withdrawn or angry (there may be other reasons than bullying for this change in behaviour)
- Make time to talk to your child about their day, their friends and how they are feeling.
- Ensure that your child does realise that **they have done nothing wrong** and that they are brave for telling the truth.

What is Bullying?

Bullying is when someone does one or several of these things below several times on purpose.

- Kicking
- Being racist
- Pushing
- Threatening
- Stealing personal belongings
- Breaking other people's things
- Rumours
- Shouting
- Putting people down
- Hitting
- Telling lies
- Laughing at you
- Getting other people to be horrible to you
- Cyber bullying
- Ignoring
- Staring
- Pulling hair
- Hurting someone's feelings
- Hiding other people's things
- Throwing things at you
- Snatching
- Playing tricks
- Being horrible about your family
- Being aggressive

If any of these things happen to you several times on purpose by the same child or group of children, it is bullying.

Always tell an adult—or ask your friend to tell an adult.

If any of these things happens to you once, it is not bullying but is not kind and you need to tell a trusted adult so they can help you to deal with it.

REMEMBER

You are never alone and help will always be at hand.
Someone will help you

If you are getting bullied (or you think someone else might be), do the right thing and **TELL!**

Where to Get Help If You Are Being Bullied

Headteacher—Mrs Withers

Deputy Headteachers—Mrs Boyes/Mrs Miller

Phase Leaders—Mrs Nicholson, Mrs Boyes and
Mr Fawcett

Your Class Teacher

The adults on the Safeguarding Posters around
school

Parents and Carers

School Council

Teaching Assistants

Lunchtime

Supervisors

Any other school
adults

Friends

Sports leaders

Childline 0800 11 11

Rainbows/Beavers/Brownies/Guides leader

Trusted adults

Police

All of these adults will know how to help you, or will
find the right person to help you to deal with the
bullying and get it sorted!

Tell an adult



Help for Racist Bullying

- Racist bullying and language is against the law and you must tell someone.
- People may call you or your family names, both are unacceptable.
- You are not the cause of the bullying and everyone has a right to their culture, colour and religion.
- You must tell your class teacher immediately or another trusted adult you know

The information you give to your teacher will only be shared with someone who can deal with the situation.

Help for Children with Special Educational Needs or a Disability

If you are being bullied because you have a disability or additional needs don't be afraid to tell someone.

- Tell your teacher or another adult if anyone is unkind to you
- Tell straight away, do not wait, and make sure you are listened to
- Ask the adult to see you in a quiet place
- Make sure the person you tell understands you; say it again if you need to

Tell an adult

Help if you are Bullied Outside of School

- Always go out with a friend or people you trust
- Go to places that are well lit
- Change your route to school if this is where you are being bullied
- Avoid areas where there are no adults
- If people shout horrible things to you, don't reply and walk away
- You must tell your parents or carers if you have been threatened or attacked in the street. Also tell someone at school
- Write down whatever happens as you may have to go to the Police

Help for Children who are Experiencing Homophobic Bullying

- Homophobic bullying is wrong and you must tell
- Homophobic words are also wrong
- People may call you or your family names, both are very bad.
- Tell an adult that you trust straight away
- The information you give to your teacher, parent/carers, friends will be kept private and confidential and only shared with someone who can deal with the situation

Tell an adult

Top Tips if You are Being Bullied

- Let people know what is going on—parents, teachers, friends, etc.
- Tell an adult straight away—don't go home and worry about it
- Try not to show that you are upset or angry (remember that is what the bully wants)
- Don't ignore it—you have rights
- Think positively about yourself and be confident, don't blame yourself
- Arrive a bit earlier before school or leave a bit later at the end of the day.
- Get away from the situation—just walk away
- Try to stay with a friend at school
- Tell your trusted adult everything that happened
- Think about what helps and what makes things worse—take some control
- When you get home tell your parents or carers



Tell an adult

What is Cyber Bullying?

Cyber bullying is bullying that is not face to face but online or on your phone

- People saying horrible things on websites, emails, text or apps such as whatsapp, snapchat, Instagram (please remember some social media sites have age restrictions e.g. you should be a certain age before you can use them)
- Deleting your information without permission
- Threats by mobile phone, emails, or websites.
- Sending lots of texts you don't want
- Using message boards or chat rooms to write nasty things about you
- Someone changing your pictures to make you look horrible
- Sending hurtful messages to others about a person
- Putting horrible pictures of you on the web



Tell an adult

Cyber Bullying Tips for Children

- Tell a trusted adult about the bullying, and keep telling until you find someone who takes action
- Tell a teacher or other adult
- Save the messages or screenshot them—they may be needed to take action
- Don't open or read messages from cyber bullies
- Protect yourself: never agree to meet face to face with anyone you meet online
- If you are bullied through chat or instant messaging, the "bully" can often be blocked
- If you are threatened with harm, inform the local police
- Always make your online profile private
- Do not give out private information such as birthday, address, phone number and school

E Safety

- Never give out your real name
- Never tell anyone where you go to school
- Never give out your address or telephone number
- Never agree to meet anyone from a chat room.
- Tell an adult if someone makes horrible or not nice suggestions to you or makes you feel uncomfortable online
- Click this if you feel threatened



Tell an adult