

POPPIES DAYCARE NURSERY LTD.

Holiday Club and Before and After School Club

Anti-Bullying Policy

Poppies will provide a supportive, caring and safe environment in which all children are free from the fear of being bullied. Bullying of any form is not tolerated whether carried out by a child or an adult.

Bullying behaviour is unacceptable in any form. Any child who is a victim of bullying will be dealt with in a sympathetic manner. If bullying is suspected or reported, the incident will be dealt with immediately by the member of staff informed, and then discussed with a Manager. A clear account of the incident will be recorded and all staff will be informed so that we can begin to monitor children involved. Parents of both parties will be informed.

Poppies define bullying as the *repeated harassment* of other's through emotional, physical, psychological or verbal abuse.

Physical: pushing, scratching, spitting, kicking, hitting, biting, taking or damaging belongings, tripping up, punching or using any sort of violence against another person.

Psychological: Behaviour which is likely to create a sense of fear or anxiety in another person.

Emotional: Being deliberately unkind, shunning or excluding another person from a group or tormenting them. For example making another person feel left out of a game or activity, passing notes about others or making fun of another person.

Verbal: Name calling, put downs, racial taunts, ridiculing or using words to attack, threaten or insult. For example, spreading rumours or making fun of another person.

Cyber: All areas of internet such as emails, internet chat rooms and social media. Messaging and calls of any kind and any misuse of phone and video facilities.

Sexual: Unwanted sexual contact or sexually abusive comments - this will also come under our *safeguarding* policy

Preventing bullying behaviour

Practitioners at Poppies will foster an anti-bullying culture in the following ways:

- Encouraging caring and nurturing behaviour
- We will respect each other
- Discussing friendships and encouraging paired, group and team play
- Encourage children to report bullying without fear whether they are the victim or a witness to the bullying
- Discussing the issues surrounding bullying with the children, including why bullying behaviour will not be tolerated
- Exploring the consequences of bullying behaviour with the children

- We will discuss with the children why bullying is not acceptable and how others can feel frightened or anxious if someone is bullying them
- Parents are encouraged to report any incidences where they have a concern about their child being a victim of bullying behaviour or if they suspect they are bullying others

Responding to bullying behaviour

Poppies acknowledge that despite all efforts to prevent it, bullying behaviour still may occur on occasion. Should such incidents occur we will respond quickly and in accordance with the following principles:

- We will address all incidents of bullying thoroughly and sensitively
- Victims of bullying will be offered the immediate opportunity to discuss the matter with a member of staff who will reassure the child and offer support
- The child will be reassured that what they say will be taken seriously and handled sympathetically
- Staff will support the individual who has been bullied, keeping them under close supervision, and checking their welfare regularly
- If another child witnesses an act of bullying and reports this, staff will reassure them that they have done the right thing. We will then investigate the matter
- If a member of staff witnesses an act of bullying, involving children or adults at Poppies they will inform a manager
- Children who have bullied will be helped by discussing what has happened, establishing why the child has become involved. Staff will support the child to understand why this form of behaviour is unacceptable and will encourage the child to change their behaviour
- Parents of both parties will be contacted and Poppies will work with those parents to support the children involved
- If bullying behaviour persists, more serious actions may have to be taken as laid out in the *Suspensions and Exclusions* policy
- All incidents of bullying will be reported to the manager and recorded.