



LONDON BOROUGH OF SUTTON
Children Young People and Learning Services

SUTTON MUSIC SERVICE
ANTI BULLYING POLICY

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SUTTON MUSIC SERVICE ANTI-BULLYING POLICY

Rationale

Sutton Music Service is committed to a policy of inclusion, to equality and justice.

- We believe that bullying behaviour is totally unacceptable
- We believe that where bullying is challenged effectively pupils will feel safe and happy and we will demonstrate a Music Service that cares.

Aims

Within Sutton Music Service we want:

- All children to feel safe and to learn, to enjoy playing their musical instrument in the company of other players
- All children to be treated fairly, with respect and dignity
- To listen carefully to what children have to say and to treat all children's accounts with due seriousness

The nature of Bullying

There are many definitions of bullying, but it is generally accepted to be:

- Deliberately hurtful (including aggression)
- Repeated often over a period of time
- Difficult for victims to defend themselves against

Bullying can take many forms, but three main types are:

- Physical - hitting, kicking, taking belongings
- Verbal - name calling, insulting, making offensive remarks
- Indirect - spreading nasty stories about someone, unreasonable exclusion from social groups, being made the subject of malicious rumours

Research shows that name calling is the most common direct form. This may be because of individual characteristics, but pupils can be called nasty names because of their ethnic origin, nationality or colour, or some form of disability.

Pupils' understanding varies with age, younger children may confuse bullying with fighting and nasty experiences generally - making it difficult to identify actual bullying. Junior and secondary school pupils tend to develop a more mature understanding.

Involving Parents

Parental support is key to the success of our Anti-Bullying Policy. We aim to consult and communicate with parents when the need arises.

What should Parents do if they feel their child is being bullied?

Any parent contacting Sutton Music Service with a particular concern will always be taken seriously.

The first point of contact for the parent is a member of Sutton Music Service staff.

As Music Service staff we will follow the following steps:

- Recognise that the parent may be angry or upset
- Keep an open mind – bullying can be difficult to detect, so a lack of staff awareness does not mean that no bullying has occurred
- Remain calm and understanding
- Make it clear that Sutton Music Service does care and that appropriate action will be taken
- Explain the agreed procedures and policy and ensure these are followed

If a parent doesn't feel that the situation has been dealt with adequately by the member of Sutton Music Service staff, then the next stage of the complaints procedure is to contact the Head of the Music Service.

Strategies in Sutton Music Service to prevent bullying behaviour

Include:

- Incident book and records
- Being aware that even the youngest children can understand the consequences of their own actions
- Listening carefully to pupils and providing opportunities for them to express views and opinions - for example during break time
- Involving parents and the wider community
- Including all staff in Safeguarding Children training
- Involving parents, children and staff in the development of the Anti-bullying policy
- Teaching children to say 'no' when appropriate or to get help

Dealing with Reported Incidents of Bullying

At Sutton Music Service we adhere to 5 key points:

- 1 *never ignore suspected bullying*
- 2 *don't make premature assumptions*
- 3 *listen carefully to all accounts – several pupils saying the same thing does not necessarily mean they are telling the truth*
- 4 *adopt a problem solving approach*
- 5 *follow up repeatedly, checking bullying has not resumed*

If a child has been bullying, the action followed will depend on the severity of the incident. However, a hierarchy of sanctions will be followed which are set out below. Depending on the severity of the incident

We will:

Warn them not to do it again:

Then

If it is serious or the child has repeated the behaviour after being warned a telephone call will be made or a letter will be sent to their parents/carers and they will lose a privilege. This procedure will be dependent on the age of the child.

Then

Parents/carers will be invited into the Music Service Office to discuss the incident.

Then

Parents will be invited again to review progress and/or to for a final warning before exclusion.

Then

The Head of Music Service may make the decision to exclude the child immediately. The parents/carers then have a right of appeal.

Monitoring and Evaluating the Policy

The policy will be regularly monitored and evaluated by the Head of Music Service and Music Service staff, through the following methods:

- Checking incident book for frequency of incidents
- Talking with pupils e.g. in break time
- Observation during Music Service activities
- Small group interviews – or individual interviews