



Carville
Primary School

Safe to Learn Policy

Policy Authorisation

Authorised Date	By	Version
January 2018	Full Governors	1.0
May 2019	Full Governors	2.0

Review Date	Changes Made	Next Review
February 2019	Working group changes for clarity of definition, process and vision and values language.	May 2020
September 2019	Staff changes	September 2020

Statement of Intent

At Carville, we aspire to a learning environment with respect at its core, where pupils, parents and staff have collective responsibility for working towards effective behaviour for learning.

We are committed to providing a safe and secure environment for all of our pupils so they can learn effectively. Our “Safe to Learn” policy operates in conjunction with our “Behaviour for Learning” policy.

Our Vision for Carville

At Carville we want:

- Children and families to recognise the vital role of learning in shaping the world of their future
- Every day to be a learning adventure which builds on children’s natural curiosity and enthusiasm for learning
- Children to take responsibility for the choices they make
- Children to be confident, independent, creative thinkers
- Respect for ourselves and each other to be central to everything we do
- Every decision we take to have a positive impact on children’s learning
- Every member of our school community to feel safe and valued

Central to the delivery of our vision is the promise shared by all members of our school community:

Our Carville Promise

May our school be welcoming,
May our school be encouraging,
May our friendships be never-ending,
May we be kind and helpful to each other,
May we respect all those we meet in our day,
May we be proud of our achievements,
May we learn as much as we can,
May we be patient and never give up.
Thank you for our Carville family.

Objectives of this Policy

- All governors, teaching and non-teaching staff, pupils and parents should have a commitment to our “Safe to Learn” approach.
- All governors and teaching and non-teaching staff should know what the school policy is on bullying, and follow it when bullying is reported.
- All pupils and parents should know what the school policy is on bullying, and what they should do if bullying arises.

The Thrive Approach

Thrive gives us a systematic approach to identifying, supporting and reviewing emotional development needs. It is a development model that recognises children's emotional capacity grows through experiences in a series of stages. As they develop, their experiences and circumstances shape their development. Issues arise when development is significantly 'interrupted' at one of these stages. This results in gaps which manifest most often as challenging behaviour patterns as the child grows up. These gaps can be filled through focused support in relationship with other people.

Vital Relational Functions (VRFs) and PLACE underpins our approach to building positive relationships. All staff form relationships that are **P**layful, **L**oving, **A**ccepting, **C**aring and **E**mpathetic so that everybody feels valued and emotionally supported. When behaviour is unacceptable staff will use VRFs: attune to the child's feelings; validate their experiences; contain them to ensure they are safe; regulate/soothe to help them understand the behaviour and begin to make a change.

We commonly see children who have interrupted development that makes them unable to make an informed choice when faced with a difficulty. These children experience a feeling, often that they can't name or understand, and behave instinctively. For these children the idea of choice and consequence is not always appropriate. Instead they will be supported to understand the physical sensations they experience, link them to a feeling or emotion and access their 'Thinking brain' to enable them to feel – think – act. This may be done on a one-to-one basis or as part of a group.
Children will still be held accountable for unacceptable behaviour.

The Thrive approach will be used to identify pupils whose emotional development may make them susceptible to committing or being the victim of bullying behaviour. Through Thrive Online, action plans will be created to provide specific support for these children in order to develop their emotional management systems. This will decrease the likelihood that they will be involved in bullying behavior.

Is it bullying?

It is if individuals or groups of pupils engage in behaviour that is:

- repeated
- intended to hurt someone either physically or emotionally
- often aimed at certain groups, for example because of race, religion, gender or sexual orientation

It takes many forms and can include:

- name calling
- verbally or physically threatening behaviour
- pressuring children to give someone money or possessions
- physical attack
- behaviour that affects a child emotionally
- damaging another child's possessions
- spreading rumours about a child or their family
- teasing
- deliberately excluding someone
- cyberbullying – bullying via mobile phone or online (e.g. social networks, DM, SMS, etc.)

Prevention

The school will undertake a series of actions to help ensure that children are “safe to learn”. These include:

- Use of the VRFs and PLACE to build relationships that support good emotional development for children.
- Thrive class screenings to identify children whose development may make them vulnerable to being the instigator or recipient of bullying behaviour.
- Safe to Learn activities for all pupils in the first half term of each school year culminating in a Carville Safe to Learn “contract” (appendix A) between pupils and staff.
- Safe to Learn information sheet (appendix B) issued to parents in the first half term of each school year detailing procedures for addressing bullying.
- Safe to Learn Helpsheet (appendix C) for all Y2-Y6 pupils detailing procedures for dealing with bullying issued in the first half term of each school year.
- Assembly and classroom circle time reinforcing the Safe to Learn contract during Anti-bullying week in November of each year.

Procedures for dealing with incidents of bullying

1. Children report incidents to staff or parents raise concerns with staff
2. In cases of bullying, staff will record incidents on CPOMS, our confidential electronic record system. This is then forwarded immediately to the Deputy Headteacher.
3. In most cases parents will be informed and will be asked to come to a meeting to discuss the problem
4. If necessary and appropriate, police may be consulted
5. The bullying behaviour or threats of bullying will be investigated and the bullying stopped quickly
6. Work will be undertaken to help the child displaying bullying behaviour change their behaviour

7. Any necessary support will be given to all children involved in the incident

Monitoring

- After incidents have been investigated and dealt with, consequences will be employed according to the Behavior for Learning Policy and each child will be monitored by the class teacher to ensure repeated bullying behaviours do not take place.
- The headteacher will report to governors on a termly basis on the Safe to Learn policy.
- This policy will be reviewed annually.



Safe to Learn Contract

We are working together to create a school community where every pupil is safe to learn.

- Every year, each pupil and parent will be given information about our *Safe to Learn* policy.
- Staff promise to listen to pupils when they have concerns that they are not safe to learn and to help pupils to quickly sort out any problems.
- Pupils promise to help each other to feel safe to learn.
- Parents promise to work with school to help pupils feel safe to learn.
- Governors promise to check that the *Safe to Learn* policy is making a difference in school.

Chair of Governors:

Headteacher:

Deputy Head:

Class Teacher:

Pupils:



Safe to Learn at Carville

Parent information

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What should you do if you are worried your child is being bullied?

Talk to us about the bullying as quickly as possible. At Carville, your first contact point to report concerns about bullying is your child's class teacher. They are best contacted at 3.15pm. You can also call **0191 2007236** to speak with the Deputy Head, or a message can be left with the school reception.

- It will help us if you can bear in mind that the teacher may have no idea that your child is being bullied or may have heard conflicting accounts of an incident.
- Be as specific as possible about what your child says has happened, give times, places and names of other pupils involved.
- Ask if there is anything you can do to help your child.
- Stay in touch with us and let us know if things improve as well as if problems continue.

What will we do?

Carville does not tolerate bullying.

We:

- work to make sure that the person being bullied is safe
- work to stop the bullying happening again
- provide support to the person being bullied
- take actions to ensure that the person doing the bullying learns not to harm others
- provide support to the person doing the bullying
- work as quickly as we can so that you know we take bullying seriously.

Families who feel that their concerns are not being addressed appropriately might like to consider the following steps:

- Firstly, make an appointment to discuss the matter with Mr Harker (Headteacher) or Mr. Qualters (Deputy Headteacher).
- If this does not help, write to the Chair of Governors, explaining your concerns and what you would like to see happening.

If you need further support and information at any stage or the problem remains unresolved, ring the helpline at Parentline Plus **0808 800 2222** or contact other local and national support groups.



Pupil Helpsheet

Is it bullying?

S – T – O – P

Several – Times – On - Purpose

It is if you feel hurt because a pupil or pupils **often** and **on purpose**:

- call you names
- threaten you
- pressure you to give someone money or possessions
- hit you
- hurt your feelings
- damage your possessions
- tease you
- deliberately leave you out of games and play
- spread rumours about you or your family
- use text, email or the internet to write or say hurtful things.

We want you to be safe to learn. We do not tolerate bullying. This is what we do about bullying:

- make sure that the person being bullied is safe
- work to stop the bullying happening again
- provide support to everybody involved

What should you do?

S -T – O – P

Start – Telling – Other - People

Talk to someone you trust and get them to help you take the right steps to stop the bullying.

If you feel you are being bullied:

- try to stay calm and look as confident as you can
- be firm and clear — look them in the eye and tell them to stop
- get away from the situation as quickly as possible
- tell an adult what has happened straight away
- if you do not feel comfortable telling an adult, tell another child who can tell an adult

If you have been bullied:

- tell a teacher or another adult in your school
- tell your family
- if you are scared to tell a teacher or an adult on your own, ask a friend to go with you
- keep on speaking until someone listens and does something to stop the bullying
- don't blame yourself for what has happened.

If you find it difficult to talk to anyone at school or at home, ring ChildLine on **freephone 0800 1111**. This is a confidential helpline.



Carville
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Carville Primary School – Safe to Learn

Incident Record

Date:

Name(s) of Child(ren) involved in the incident:

Pupil displaying behaviour: Year:

Pupil affected by behaviour: Year:

Witness 1: Year:

Witness 2: Year:

Name of person completing this form:

Nature of incident:

Action taken: