



## ANTI-BULLYING POLICY

We are committed to providing an environment that is safe, welcoming and free from bullying for all – children and adults alike. Bullying of any form is unacceptable – whether the offender is a child or an adult. The victim is never responsible for being the target of bullying. Bullying is defined as the repeated harassment of others through emotional, physical, verbal or psychological abuse.

**EMOTIONAL:** Being deliberately unkind, shunning or excluding another person from a group or tormenting them – e.g. forcing another person to be ‘left out’ of a game or activity, passing notes about others or making fun of another person.

**PHYSICAL:** Pushing, scratching, spitting, kicking, hitting, biting, taking or damaging belongings, tripping up, punching or using any other sort of violence against another person.

**VERBAL:** Name-calling, put-downs, ridiculing or using words to attack, threaten or insult (children, parents or staff), e.g. spreading rumours or making fun of another person’s appearance.

**PSYCHOLOGICAL:** Behaviour likely to instil a sense of fear or anxiety in another person.

### PREVENTING BULLYING BEHAVIOUR

Everyone at Colourbox will make every effort to create a tolerant and caring environment where bullying behaviour is not accepted and cannot flourish. Staff will openly discuss issues surrounding bullying, including why bullying behaviour will not be tolerated and possible consequences.

### DEALING WITH BULLYING BEHAVIOUR

If, despite all efforts to prevent it, bullying behaviour occurs on occasion, the following principles will govern the setting’s response:

- All incidents of bullying will be addressed thoroughly and sensitively.
- Staff have a duty to inform one of the Management team if they witness, or have serious reason to believe that there has been, an incident of bullying behaviour involving children or adults at the setting. An incident form will then be completed and kept on file.
- If a child or member of staff tells someone that they are being bullied, they will be given the time to explain what has happened and reassured that they were right to tell.
- The child who has been the victim of bullying will be helped and supported by their room leader and (or) key worker, with the advice from the Nursery Manager and they will be kept under close supervision. The adult who has been the victim of bullying will be supported by the management team.

- In most cases, bullying can be addressed according to the strategies set out in our Behaviour Management Policy. The person displaying bullying behaviour will be encouraged to discuss their behaviour and think through the consequences of their actions. Where appropriate, they will be encouraged to talk through the incident with the other person concerned.
- The Management team will inform the parents/carers of all the children involved in any persistent or serious bullying incident. If appropriate, they will facilitate a meeting between the relevant parents/carers. All staff will, at all times, handle such incidents with care and sensitivity

All records of bullying will be reported to the Managers and recorded on an Incident form. In the light of reported incidents, the setting will review their procedures in respect of bullying.