



St Ambrose Catholic Primary School
ANTI CYBER-BULLYING POLICY

Date of Ratification:	February 2019	Signed:  Mrs H Stewart (Acting Principal) Ms J Rowe (Acting Chair Of Academy Committee)
Review date:	February 2020	Signed: Mrs E Brocklesby (Principal) Ms J Rowe (Acting Chair Of Academy Committee)

At St Ambrose Catholic Primary School we believe cyber bullying is the use of a mobile phone or the internet to deliberately upset another person. We have a responsibility to ensure that cyber bullying does not take place in this school by ensuring pupils, school personnel and parents understand what it is and how it can be prevented.

We understand cyber bullying is highly intrusive and the hurt it causes can be very severe. As it leaves no physical scars cyber bullying is not easy to detect by a parent or a teacher.

We acknowledge cyber bullying can take place anywhere and can target pupils and school personnel. There are many types of cyber bullying such as text messages, picture/video clips, mobile phone calls, emails, chat room bullying, instant messaging and the use of websites to convey threats, intimidation, harassment etc.

At St Ambrose Catholic Primary School we have a duty of care to protect pupils from cyber bullying as part of our responsibility to provide a safe, secure, caring and friendly school environment for all the children in order to protect them from those who wish to deliberately hurt them emotionally. We believe all our safeguarding procedures are in line with Sections 3(5) and 87(1) of the Children Act 1989 and Section 157 of the Education Act 2002 and that we promote the welfare of all children in our care.

We work hard to prevent cyber bullying by having in place a variety of safeguarding procedures.

We wish to work closely with the School Council and to hear their views and opinions as we acknowledge and support Article 12 of the United Nations Convention on the Rights of the Child that children should be encouraged to form and to express their views.

Aims

- To ensure pupils, school personnel and parents understand what cyber bullying is and how it can be prevented.
- To have in place procedures to prevent incidents of cyber bullying.
- To have in place effective procedures to deal with all reported incidents of cyber bullying.

Responsibility for the Policy and Procedure

Role of the Academy Committee

The Academy Committee has:

- appointed a member of staff to be responsible for ICT;
- delegated powers and responsibilities to the Principal to ensure all school personnel and visitors to the school are aware of and comply with this policy;
- responsibility for the effective implementation, monitoring and evaluation of this policy.

Role of the Principal

The Principal will:

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- ensure all school personnel, pupils and parents are aware of and comply with this policy;
- work closely with the ICT coordinator to review how the school network is monitored;
- provide support for those pupils and school personnel who may be victims of cyber bullying;
- deal with all incidents of cyber bullying quickly and effectively;;
- monitor the effectiveness of this policy;
- annually report to the Governing Body on the success and development of this policy.

Role of the ICT Coordinator

The coordinator will:

- work closely with the Principal to ensure that:
 - the Acceptable Use Policy is up to date
 - the school network is monitored
 - information is provided for pupils and parents
- provide guidance and support to all staff;
- ensure cyber bullying is discussed during staff meetings and inset days;
- review and monitor;
- annually report to the Academy Committee on the success and development of this policy.

Role of School Personnel

School personnel will:

- comply with all the aforementioned aspects of this policy;
- be alert to the dangers of cyber bullying;
- report all incidents of cyber bullying to a member of the Senior Leadership Team;
- ensure that no pupil has unsupervised access to the Internet;
- regularly remind pupils of:
 - the safe use of the IT suite;
 - the Acceptable Use Policy;
 - the need to report any incident of cyber bullying to a member of the school personnel;
- inform pupils of the dangers of cyber bullying through PSHE, collective worship, antibullying week activities etc;
- be advised not to give their mobile phone numbers or email addresses to any pupil;
- be advised not to accept as a 'friend' any pupil on to their FaceBook page.

Role of Pupils

Pupils will:

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- comply with all the aforementioned aspects of this policy;
- sign an Acceptable Use of ICT contract;
- be encouraged to report all incidents of cyber bullying to a member of the school personnel;
- not bring mobile phones to school unless they have prior permission from their class teacher or Senior Leadership Team;
- hand in any mobile phones to the class teacher for safekeeping.

Role of Parents

Parents will

- be made aware of this policy;
- comply with this policy;
- sign an Acceptable Use of ICT contract;
- be encouraged to discuss the Acceptable Use of ICT contract with their children;
- report all incidents of cyber bullying involving their child to the school.

Recording and Reporting

- All reported incidents are investigated and dealt with.
- Parents are informed of all events and what actions have been taken.
- Records will be kept of all incidents and their outcomes.

Dealing with Cyber Bullying Incidents

The Senior Leadership Team will:

- deal with all incidents of cyber bullying quickly and effectively;
- impose sanctions as outlined in the school's Behaviour policy on any pupil identified as being the bully;
- contact the police and social services if the cyber bullying is sufficiently severe;
- keep parents informed of the school's actions.

Counselling & Support

- Counselling and support mechanisms are in place to help those who have been bullied.
- All perpetrators of bullying are given time to discuss why they have bullied and why their actions were wrong.

Monitoring the Effectiveness of the Policy

The practical application of this policy will be reviewed annually or when the need arises and the necessary improvement will be made to the governors.