Anti-Cyberbullying Policy

Date Approved -November 2018   Signed by Chair of Governing Body

Date of Review-November 2021

Hodge Clough Primary

ANTI-CYBERBULLYING POLICY – HODGE CLOUGH PRIMARY

Rationale

At Hodge Clough Primary School children have embraced the use of information and communication technologies to maintain contact with friends and make new ones. They send e-mails, create their own websites, post personal news in blogs (online interactive diaries), send text messages and images via mobile phones, message each other through IMs (instant messages), chat in chat rooms, post to discussion boards, and seek out new friends in community sites.

Hodge Clough Primary School understands that while most interactions are positive, there are increasing reports of these technologies being used to harass and intimidate others. This has become known as cyber bullying. At Hodge Clough Primary School will educate and support the children at the school to protect themselves from the threat of cyber-bullying and understand the impact on victims.

Definition

At Hodge Clough Primary School we define Cyber-bullying as when someone is tormented, threatened, harassed, humiliated, embarrassed, or otherwise targeted by another child, pre-teen or teen using the Internet, interactive and digital technologies or mobile phones. It has to be a minor on both sides, or at least have been instigated by a minor against another minor.

There are many types of cyber bullying and the following are some of the most common:

> *Text Messages – that are threatening or cause discomfort*
>
> *Picture/Video Clips – via mobile phone cameras – images sent to others to make the victim feel threatened*
>
> *Mobile Phone Calls – silent calls or abusive messages, or stealing the victim's phone and using it to harass others, to make them believe the victim is responsible*
>
> *Emails – threatening or bullying language, often sent using a pseudonym or somebody else's name*
>
> *Chat room Bullying – menacing or upsetting responses to children or young people when they are in web-based chat rooms*
>
> *Instant Messaging (IM) – unpleasant messages sent while children conduct real time conversations online using MSN (Microsoft Messenger) or Yahoo Chat – although there are others*
>
> *Bullying via Websites – use of defamatory blogs (web logs), personal websites and online personal 'own web space' sites such as Bebo, Facebook and MySpace – although there are others*

Staff at Hodge Clough Primary have the responsibility to ensure that:

All forms of cyber bullying are prohibited at School

Staff are aware of cyber bullying and are able to identify and look for signs of occurrence among the children

Students are aware of the consequences of cyber bullying

A code of conduct and acceptable use policy is in use for technology, including computers and mobile phones, whilst on the school premises

All cases of cyber bullying are reported to the Assistant Headteachers/Headteacher and responded to promptly

There is supervision of technology that is effective for monitoring and deterring cyber bullying

Children at Hodge Clough Primary School have a responsibility to ensure that they:

Do not bring in mobile phones to School, or if they do that they hand them in to their teacher or at the main office

Do not participate in cyber bullying

Do not use mobile phones, cameras or other digital devices to record audio and visual material that is not authorised as part of the school curriculum program

Do not breach the privacy of students, staff and members of the school community through any unauthorised recording or filming

Do not disseminate inappropriate information through digital media or other

means report incidents of cyber bullying to a member of staff

Advise children being victimised by cyber bullying to talk to an adult

Offer to speak to an adult on behalf of the student who is being victimised by cyber bullying

At Hodge Clough Primary School we are committed to developing a safe environment where the students act respectfully and positively towards each other in acceptable and non-threatening ways.

How children can protect themselves from cyber bullies

1. **Do not give anyone access to your passwords or provide people you don't trust with your phone number.**
2. **Be careful which websites you post personal information on.**
3. **Do not open e-mails or read text messages from unidentified names or phone numbers.**
4. **Tell a teacher or a member of the Senior Leadership team**
5. **Can report to a pupil ambassador or member of school council**
6. **First and foremost, save original evidence(e-mails, instant messages, etc) with dates and times**

ICT and Mobile Phone Policy

At Hodge Clough Primary School, if a cyber-bullying incident directed at a child occurs using e-mail or mobile phone technology, either inside or outside school time we will take the following steps:

Advise the child not to respond to the message

Refer to relevant policies, e.g. e-safety/acceptable use, anti-bullying and PSHE and apply appropriate sanctions

Secure and preserve any evidence

Inform the sender's e-mail provider

Notify parents of the children involved

Consider delivering a parent workshop for the school community

Consider informing the police depending on the severity or repetitious nature of the offence. The school recognises that some cyber-bullying activities could be a criminal offence under a range of different laws including: the Protection from Harassment Act 1997; the Malicious Communication Act 1988; section 127 of the Communications Act 2003 and the Public Order Act 1986

At Hodge Clough Primary School if malicious or threatening comments are posted on an Internet site or Social Networking Site about a pupil of member of staff we will also:

Inform and request that the comments be removed if the site is administered externally

Secure and preserve any evidence

Send all the evidence to www.ceop.gov.uk/contact_us.html if of a sexual

nature Endeavour to trace the origin and inform the police as appropriate.

Support for Victims of Cyber-bullying

At Hodge Clough Primary School we will provide the following support;

Offer emotional support; reassure them that they have done the right thing in telling

Advise the person not to retaliate or reply. Instead, keep the evidence and take it to their parent or a member of staff

Advise the person to consider what information they have in the public domain

Unless the victim sees it as a punishment, they may be advised to change details e.g. mobile phone number

If hurtful or embarrassing content is being distributed, try to get it removed from the web. If the person who posted it is known, ensure they understand why it is wrong and ask them to remove it. Alternatively, contact the host provider and make a report to get the content taken down

Contact the Police in cases of actual/suspected illegal content

In some cases, the person being bullied may be able to block the person bullying from their sites and services

Working with Parents

At Hodge Clough Primary School we believe parents are crucial in the battle to prevent cyber-bullying. At Hodge Clough Primary School we have developed a home-school agreement that includes clear statements about e-communications.

The following information will be made available to parents:

Parental workshops (particularly around e-safety)

What to do if problems arise

E-communication standards and practices in school

What's being taught in the curriculum.

Supporting parents and pupils if cyber-bullying occurs by:

- ✓ *Assessing the harm done*
- ✓ *Identifying those involved*
- ✓ *Taking steps to repair the harm and to prevent recurrence*

Responsibilities of Parents and Carers at Hodge Clough Primary School

- *Be aware, your child may as likely cyberbully as be a target of cyberbullying. What might be intended as a joke or friendly banter on the part of the sender may not be interpreted as that by the recipient. Be alert to your child seeming upset after using the internet or mobile phone. This might involve subtle comments or changes in relationships with friends.*
- *Talk with your children and understand the ways in which they are using the internet and their mobile phone (see advice for young people).*
- *Be aware of the websites and applications your children use, and of any safety or privacy features these may contain.*
- *Remind children not to reply to bullying online*
- *Keep the evidence of bullying emails, text messages or online conversations*
- *Report cyberbullying - contact your child's school if it involves another pupil so that they can take appropriate action, contact the service provider or website, if the cyberbullying is serious and a potential criminal offence has been committed consider contacting the police*

Responsibilities of Governing Body at Hodge Clough Primary School

Read, understand, contributes to and help promote the school's e-Safety policies and guidance.

Develop an overview of the benefits and risks of the Internet and common technologies used by pupils.

Develop and overview of how the school ICT infrastructure provides safe access to the Internet.

Develop an overview of how the school encourages pupils to adopt safe and responsible behaviours in their use of technology in and out of school.

Support the work of the e-Safety group in promoting and ensuring safe and responsible use of technology in and out of school, including encouraging parents to become engaged in e-Safety activities.

Ensure appropriate funding and resources are available for the school to implement their e-Safety strategy.

Evaluating the policy and its effectiveness

At Hodge Clough Primary School the Policy will be reviewed annually and also in light of any technological advancements that may arise before this date. The School Council will be used to gather Pupil's opinions and points of view. There will be an annual evaluation and review of recorded cyber bullying incidents and their outcomes. The school will endeavour to publicise findings; celebrating what works and what improvements are planned for the coming year.

Disability Equality Impact Assessment

This policy has been written with reference to and in consideration of the school's Disability Equality Scheme. Assessment will include consideration of issues identified by the involvement of disabled children, staff and parents and any information the school holds on disabled children, staff and parents.