

Leigh Beck Infant Academy

Cyber Bullying Policy

At Leigh Beck Infant Academy communication technology plays an increasingly large and important part in the school curriculum.

It is therefore important to acknowledge the unfortunate misuses of this technology. At Leigh Beck Infant Academy we recognise the existence of cyber bullying and the severity of the issue.

Bullying is based on unequal power relations, real or perceived. It will usually be repeated and be difficult to defend against. It is intended to hurt the recipient emotionally and/or physically. It can manifest verbally, in writing or images, and can be done physically, financially (including damage to property) or through social isolation. Verbal bullying is the most common form especially within schools.

At Leigh Beck Infant Academy we fully recognise that bullying can also be done through the use of communication technology.

Cyber bullying is bullying through the use of communication technology like mobile phone text messages, e-mails or websites. This can take many forms for example:

- Sending threatening or abusive text messages or e-mails, personally or anonymously.
- Making insulting comments about someone on a website, social networking site (e.g.: Twitter or Facebook) or online diary (blog).
- Making or sharing derogatory or embarrassing videos of someone via mobile phone or e-mail.

At Leigh Beck Infant Academy cyber bullying issues are dealt with in an appropriate way in relation to the severity and frequency of the issue.

Appropriate actions if a cyberbullying incident occurs -

- 📄 Advise the child not to respond to the message
- 📄 Refer to relevant policies including e-safety, acceptable use, anti-bullying and PHSE and apply appropriate sanctions
- 📄 Secure and preserve any evidence
- 📄 Inform the sender's e-mail service provider
- 📄 Inform Head teacher and Senior Management team,
- 📄 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 offence
- 📄 Inform the LA e-safety officer

If malicious or threatening comments are posted on an Internet site about a pupil or member of staff.

- 📄 Inform site and request the comments be removed if the site is administered externally
- 📄 Secure and preserve any evidence
- 📄 Inform Head teacher and Senior Management team
- 📄 Inform parents
- 📄 Send all the evidence to Alex Nagle at CEOP at www.ceop.gov.uk/contact_us.html
- 📄 Endeavour to trace the origin and inform police as appropriate
- 📄 Inform LA e-safety officer

Reporting incidents

At Leigh Beck Infant Academy any issues of cyber bullying which may arise will be dealt with the same as any other bullying issue in line with the proposed chain of reporting (outlined above) and all of our children and staff are made aware of this. To enable this to happen we encourage our children to be confident in a no-blame culture when it comes to reporting inappropriate incidents involving the internet or mobile technology: they must be able to do this without fear.

Cyber bullying Education

As part of our on-going efforts to educate our children about the dangers and effects of cyber bullying and how to recognise this every child takes part in a series of lessons focussing on e-safety as well as this being built into every lesson which involves ICT. These lessons form a part of our Computing curriculum and is adapted from the Essex Curriculum Guidance and Rising Stars scheme. This teaching includes sharing messages from 'Think u know', 'Hector's World' and the SMART rules for internet safety

We also share these points for safe practice by displaying them and the SMART rules within all ICT areas -

Keep personal information private

This includes details such as name, address, photos of yourself and your friends, email addresses, home and mobile phone numbers, school name, membership of clubs, information on family and friends, and passwords.

Don't believe everything you read

Just because someone online tells you that they are 15 doesn't mean they are telling the truth.

Use netiquette

Be polite to others online as you would offline. If someone treats you rudely, or is mean, you should not respond. If the abusive messages continue, seek help from a teacher, parent or carer.

Protect yourself

Never arrange to meet someone you have met online.

Never send messages when angry

Wait until you have calmed down and had time to think. Once you've sent a message in anger, it's extremely difficult to undo the damage that can be done.

Never open a message from someone you don't know

Delete strange emails or text messages from people you don't know. If in doubt, seek advice from a teacher, parent or carer.

If it doesn't look or feel right, it probably isn't

If you ever see anything on the internet, or receive an email or text message that makes you feel uncomfortable, switch off the computer or phone and seek advice from a teacher, parent or carer.

You don't have to be 'always on' – turn off, disconnect, unplug

Give yourself a break. Don't stay online for too long.

Don't reply to messages from online bullies

Even though you may really want to, this is exactly what online bullies want.

Don't keep bullying to yourself

You are not alone! Tell an adult you know and trust. They can help you combat the online bullying.

These issues are also addressed as part of the school's PSHE curriculum, Health week and shared in assemblies.

Working with Parents

To support the dealing with the issues around cyber bullying in the wider school community parents are provided with information leaflets including Young Children and Social Networking Sites from Childnet International. There is also information links provided on the Children's E-folio class pages. Parents are invited to share and discuss and issues with the class teachers, E-safety co-ordinator (Mrs Smith or Mrs Rosher) and the Head Teacher to resolve any issues.

This policy has been reviewed and accepted by the *Governing Body* and shared and agreed by all staff (September 2016).

Review date September 2018 with interim reviews as needed to take into account Local Authority updates and technological advances.