



Making a complaint about bullying in school

Every school is likely to have some problem with bullying at one time or another. Your child's school must by law have an anti-bullying policy, and use it to reduce and prevent bullying, as many schools have already successfully done. You can ask to see this at any time.

If you think your child is being bullied, follow the steps below.

- Talk and listen to your child and assure them that they will be safe after 'telling'. Try to record everything that has happened.
- Talk to your child's teacher, explaining what has happened, who has done what, when and so on. Try to stay calm.
- Check regularly with your child to see if things have improved. If not, continue recording all incidents of bullying and discuss this with your child.
- If you are still unhappy, make an appointment with the head of your child's school, talk to them about what is happening and give them what you have recorded.
- If after meeting with the head you are still not happy, you can make a formal complaint to the school's *Governing Body*. They will then have to investigate how your concern has been handled. Check your school's *Complaints Policy* for more information about how to do this.
- Finally if you are unhappy with the *Governors'* response, you can contact the *LA Complaints Officer* on 01926 742070. Please note he will not get involved until after you have made a complaint to the *Governing Body*.

For more information please go to www.warwickshire.gov.uk/bullying

Are you worried about bullying?

email bullying@warwickshire.gov.uk

ring *CHILDLINE* on 0800 1111 (children/young people)

ring *Parentline Plus* on 0808 800 2222 (parents/carers)