



WEST BOROUGH
PRIMARY SCHOOL

Anti-Bullying Policy

Chair of Governors

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Date agreed

February 2023

Review date

February 2025

Contents

Introduction

1. Aims
 2. Legislation, statutory requirements and statutory guidance
 3. Responsibilities
 4. Definition of Bullying
 5. Forms of Bullying covered by this policy
 6. Signs of Bullying
 7. School Ethos
 8. Responding to Bullying Concerns
 9. Preventing Bullying
 10. Involvement of pupils
 11. Involvement and liaison with parents and carers
 12. Monitoring and review: putting policy into practice
 13. Useful links and supporting organisations
-

Introduction

This document is a statement of the aims, principles and strategies for West Borough Primary School in relation to tackling all forms of bullying. This policy is based on DfE guidance **“Preventing and Tackling Bullying” July 2017** and supporting documents. It also considers the DfE statutory guidance **“Keeping Children Safe in Education” 2022** and **“Sexual violence and sexual harassment between children in schools and colleges”** guidance. The setting has also read Childnet’s **“Cyberbullying: Understand, Prevent and Respond: Guidance for Schools”**.

This policy should be read in conjunction with the Proactive Behaviour Management Policy, Positive Handling Policy, Inclusion Policy, Exclusion Policy, Child Protection Policy and the RE and Collective Worship Policy to establish the general ethos of the school.

The Anti-Bullying Policy provides a framework for a happy, supportive and safe environment in which children can flourish as respected members of the West Borough Primary School community. It is evidence of our commitment to an anti-bullying culture where the bullying of adults, children or young people is not tolerated in any form.

Our Vision

At West Borough Primary School we instil a respect for others and a fascination with the world around us.

Within our creative environment, we foster life skills.

This gives us the opportunity to learn, take responsibility and to become independent citizens.

Our Core Values

At West Borough Primary School we have 5 Core Values which underpin everything we do:

- Equality
- Responsibility
- Respect
- Resilience
- Challenge

Community Code

Our Core Values are evidenced on a daily basis through our Community Code; the way we expect all community members to behave.

Be kind, be safe, be responsible and embrace challenge!

I. Aims

This policy aims to:

- › Ensure that all pupils have the opportunity to learn in a calm, safe and supportive environment
- › Establish a whole-school anti-bullying culture
- › Outline the expectations and consequences of any incidents of bullying
- › Provide a consistent approach to bullying that is applied to all pupils to meet their presenting needs
- › Define what we consider to be unacceptable behaviour, including bullying and discrimination

2. Legislation, statutory requirements and statutory guidance

This policy is based on legislation and advice from the Department for Education (DfE) on:

- › The Education and Inspection Act 2006, 2011
- › The Equality Act 2010
- › The Children Act 1989
- › Protection from Harassment Act 1997
- › The Malicious Communications Act 1988
- › Public Order Act 1986.
- › Behaviour and discipline in schools: advice for headteachers and school staff, 2016
- › Behaviour in schools: advice for headteachers and school staff 2022
- › Keeping Children Safe in Education

It is also based on the [Special Educational Needs and Disability \(SEND\) Code of Practice](#).

In addition, this policy is based on:

- › Section 175 of the [Education Act 2002](#), which outlines a school's duty to safeguard and promote the welfare of its pupils
- › Sections 88 to 94 of the [Education and Inspections Act 2006](#), which requires schools to regulate pupils' behaviour and publish a Proactive Behaviour Management Policy and written statement of behaviour principles, and give schools the authority to confiscate pupils' property

3. Responsibilities

It is the responsibility of:

- › The Headteacher to communicate this policy to the school community, to ensure that consequences are applied fairly, consistently and reasonably, and that a member of the senior leadership team has been identified to take overall responsibility.
- › Governors to take a lead role in monitoring and reviewing this policy.
- › All staff, including: governors, senior leadership, teaching and non-teaching staff, to support, uphold and implement this policy accordingly.
- › Parents/carers to support their children and work in partnership with the school.
- › Pupils to consistently follow the policy.

4. Definition of Bullying

Bullying can be defined as “behaviour by an individual or a group, repeated over time that intentionally hurts another individual either physically or emotionally”. (DfE “*Preventing and Tackling Bullying*”, July 2017)

Bullying is, therefore:

- Deliberately hurtful
- Repeated, often over a period of time
- Difficult to defend against

Bullying is recognised by the school as being a form of peer on peer abuse. It can be emotionally abusive and can cause severe and adverse effects on children’s emotional development.

5. Forms of Bullying covered by this policy

Bullying can include:

TYPE OF BULLYING	DEFINITION
Emotional	Being unfriendly, excluding, tormenting,
Physical	Hitting, kicking, pushing, taking another’s belongings, any use of violence
Prejudice-based and discriminatory, including: <ul style="list-style-type: none">• Racial• Faith-based• Gendered (sexist)• Homophobic/biphobic• Transphobic• Disability-based	Taunts, gestures, graffiti or physical abuse focused on a particular characteristic (e.g. gender, race, sexuality)
Sexual	Explicit sexual remarks, display of sexual material, sexual gestures, unwanted physical attention, comments about sexual reputation or performance, or inappropriate touching
Direct or indirect verbal	Name-calling, sarcasm, spreading rumours, teasing, mocking
Cyber-bullying	Bullying that takes place online, such as through social networking sites, messaging apps or gaming sites

6. Signs of Bullying

Staff should be vigilant in looking out for signs of bullying or other child protection issues including:

- Physical: unexplained bruises, scratches, cuts, missing belongings, damaged clothes, or schoolwork, loss of appetite, stomach aches, headaches, bedwetting.
- Emotional: losing interest in school, being withdrawn or secretive, unusual shows of temper, refusal to say why unhappy, high level of anxiety, mood swings, tearfulness for no reason, lack of confidence, headaches and stomach aches, signs of depression.
- Behavioural: asking to be taken to school, coming home for lunch, taking longer to get home, asking for more money, using different routes to school, ‘losing’ more items than usual, sudden changes in behaviour and mood, concentration difficulties, truancy.

7. School Ethos

West Borough Primary School community recognises that all forms of bullying, especially if left unaddressed, can have a devastating effect on individuals; it can create a barrier to learning and have serious consequences for mental wellbeing.

By effectively preventing and tackling bullying our school can help to create a safe and calm environment, where pupils are able to learn and fulfil their potential.

Bullying is considered a serious behaviour of concern and managed accordingly. Bullying will not be tolerated and adults and children alike share the responsibility of being vigilant to such behaviours.

West Borough Primary School community:

- Takes the issue of bullying seriously.
- Tackles all forms of bullying, including emotional, physical, prejudice-based, sexual, verbal (direct and indirect) and cyber bullying.
- Monitors and reviews our anti-bullying policy and practice on a regular basis.
- Supports staff to promote positive relationships to help prevent bullying.
- Recognises that some members of our community may be more vulnerable to bullying and its impact than others; this may include children with SEND. Remaining vigilant and aware will help us to continue to develop effective strategies to prevent bullying from happening and provide appropriate support, if required.
- Encourages children, families and staff to report any instances of bullying directly to the school at the earliest opportunity. There are a range of ways to do this including in person to any member of school staff or by telephone via the school office.
- Will intervene by identifying and tackling bullying behaviour appropriately and promptly.
- Ensures our pupils are aware that bullying concerns will be dealt with sensitively and effectively; that everyone should feel safe to learn and abide by the anti-bullying policy.
- Requires all members of the community to work with the school to uphold the anti-bullying policy.
- Recognises the potential impact of bullying on the wider family of those affected so will work in partnership with parents/carers regarding all reported bullying concerns and will seek to keep them informed at all stages.
- Will deal promptly with grievances regarding the school response to bullying in line with our complaints policy
- Seeks to learn from good anti-bullying practice elsewhere.
- Utilises support from the Local Authority and other relevant organisations when appropriate.

8. Responding to Bullying Concerns

The following steps will be taken should any incidents of bullying be brought to the attention of the school:

- Any reports of suspected or known bullying will be investigated by a senior member of staff and a DSL will be informed.
- It is the responsibility of the staff member that received the report of bullying to raise this immediately with a senior member of staff.
- Where appropriate, additional staff members and family members will be informed of the incident and its ongoing management, in line with child protection and confidentiality policies.
- Witnesses will be interviewed in order to ascertain a thorough understanding of any/all incidents.

- The school will provide appropriate support to the person being bullied, making sure they are not at risk of immediate harm, and will involve them in any decision-making, as appropriate.
- The perpetrator will be issued consequences in line with the Proactive Behaviour Management Policy and appropriate to the associated incidents. These consequences will include a learning element to help reduce the chance of repetition of behaviours.
- A clear and precise account of bullying incidents will be recorded by the school along with details regarding decisions and action taken, in accordance with existing procedures.
- If necessary, other agencies may be consulted or involved, such as the police, if a criminal offence has been committed, or other local services including early help or children's social care, if a child is felt to be at risk of significant harm.
- All incidents of bullying will be reported and recorded in detail, in accordance with the Proactive Behaviour Management Policy. Records will be regularly monitored and evaluated to ensure both the Proactive Behaviour Management Policy and the Anti-Bullying Policy are being consistently followed by all. Should any areas of concern be identified, these will be incorporated into the school's action planning. The Headteacher and Governors will be regularly updated on the outcomes of the monitoring.
- Where consequences are required for confirmed incidents of bullying, the exact details of these will be determined on a case by case basis. However, they will always include an element of education and reflection and a restorative element. Where it is deemed necessary, significant consequences including removing from the classroom, suspension and/or permanent exclusions may be required. Please refer to Section 7 and 8 of the Proactive Behaviour Management Policy for further details.

8.1 Cyberbullying

- When responding to incidents of bullying that occur online, the school will:
 - ensure they respond consistently with offline incidents of bullying, with all incidents investigated, communicated and managed in the manner outlined above
 - take all available steps where possible to identify the person responsible
 - work with the individuals and online service providers to prevent the incident from spreading and assist in removing offensive or upsetting material from circulation. This may include:
 - support reports to a service provider to remove content if those involved are unable to be identified or if those involved refuse to or are unable to delete content.
 - confiscating and searching pupils' electronic devices, such as mobile phones, in accordance with the law and the school searching and confiscation policy. (We will access the DfE 'Searching, screening and confiscation at school' and Childnet cyberbullying guidance to ensure that the school's powers are used proportionately and lawfully).
 - requesting the deletion of locally-held content and content posted online if they contravene school behavioural policies.
 - where an individual can be identified, the school will ensure that appropriate sanctions are implemented to change the attitude and behaviour of the bully, as well as ensuring access to any additional help or support they may need.
 - inform the police if a criminal offence has been committed.
 - provide information to staff and pupils regarding steps they can take to protect themselves online. This may include:
 - advising those targeted not to retaliate or reply.
 - providing advice on blocking or removing people from contact lists.

- helping those involved to consider and manage any private information they may have in the public domain.
- consider any additional actions that may need to take place including, but not limited to, looking at use of the school systems, asking for any evidence (screenshots) to be kept, confiscating and searching any electronic devices in accordance with Government guidance and law ([Searching, Screening and Confiscation](#)), requesting the deletion of any content contravene to school policies and/or contacting the service provider and the police, if necessary
- inform the police if a criminal offence has been committed.
- provide information to staff and pupils regarding steps they can take to protect themselves online, including:
 - advising those targeted not to retaliate or reply
 - providing advice on blocking or removing people from contact lists
 - helping those involved to think carefully about what private information they have in the public domain

8.2 Bullying incidents beyond the school site

- When responding to incidents of bullying that occur off school premises, the school will:
 - ensure they respond consistently with all incidents investigated, communicated and managed in the manner outlined above
 - work closely with families on a case by case basis to ensure that incidents are managed appropriately and effectively
 - ensure the DSL collaborates with other schools, if required
 - ensure appropriate action is taken, including providing support and implementing consequences in school, in accordance with the Proactive Behaviour Management Policy

8.3 Supporting Pupils

- Supporting children that have been bullied and those that are vulnerable to bullying is of utmost importance and the following steps will be taken:
 - Reassuring the pupil and providing continuous pastoral support.
 - Offering an immediate opportunity to discuss the experience with their teacher, the designated safeguarding lead, or a member of staff of their choice.
 - Being advised to keep a record of the bullying as evidence and discuss how respond to concerns and build resilience as appropriate.
 - Working towards restoring self-esteem and confidence.
 - Providing ongoing support; this may include: working and speaking with staff, offering formal counselling, engaging with parents and carers.
 - Where necessary, working with the wider community and local/national organisations to provide further or specialist advice and guidance; this could include support through Early Help or Specialist Children's Services, or support through the Children and Young People's Mental Health Service (CYPMHS)
- Pupils who have perpetrated bullying will be helped by:
 - Discussing what happened, establishing the concern and the need to change.
 - Informing parents/carers to help change the attitude and behaviour of the child.
 - Providing appropriate education and support regarding their behaviour or actions.
 - If online, requesting that content be removed and reporting accounts/content to service provider.
 - Sanctioning, in line with school behaviour/discipline policy. This may include:
 - official warnings
 - detentions/internal exclusions

- removal of privileges (including online access when encountering cyberbullying concerns)
- in extreme or repeated cases, fixed-term or permanent exclusions.
- Where necessary, working with the wider community and local/national organisations to provide further or specialist advice and guidance; this may include involvement from the Police or referrals to Integrated Children Services or Early Help or support

8.4 Supporting Adults

Our school takes measures to prevent and tackle bullying among pupils; however, it is equally important to recognise that bullying of adults, including staff and parents, whether by pupils, parents or other staff members, is unacceptable.

Adults who have been bullied or affected by incidents of bullying will be supported by:

- Offering an immediate opportunity to discuss the concern with the designated safeguarding lead, a senior member of staff and/or the headteacher.
- Advising them to keep a record of the bullying as evidence and discuss how to respond to future concerns.
- Where the bullying takes place off school site or outside of normal school hours (including online), the school will still investigate the concern and ensure that appropriate action is taken in accordance with the schools' behaviour and discipline policy.
- Reporting offensive or upsetting content and/or accounts to the service provider, where the bullying has occurred online.
- Reassuring and offering appropriate support.
- Working with the wider community and local/national organisations to provide further or specialist advice and guidance.

Adults who have perpetrated the bullying will be helped by:

- Discussing what happened with a senior member of staff and/or the Headteacher to establish the concern.
- Establishing whether a legitimate grievance or concern has been raised and signposting to the school's official complaints procedures.
- If online, requesting that content be removed.
- Instigating disciplinary, civil or legal action as appropriate or required.

9. Preventing Bullying

- Whole school proactive strategies to prevent bullying include:
 - creating an inclusive environment which promotes a culture of mutual respect, consideration and care for others, upheld by all
 - ensuring thorough policies and procedures are not only in place, but known and followed
 - ensuring that all staff are well trained to identify all forms of bullying and take appropriate action.

9.1 Environment

The whole school community will:

- Create and support an inclusive environment which promotes a culture of mutual respect, consideration and care for others, which will be upheld by all.

- Recognise that bullying can be perpetrated or experienced by any member of the community, including adults and children (peer on peer abuse).
- Recognises the potential for children with SEN and disabilities to be disproportionately impacted by bullying and will implement additional pastoral support as required.
- Openly discuss differences between people that could motivate bullying, such as: children with different family situations, such as looked after children or those with caring responsibilities, religion, ethnicity, disability, gender, sexuality or appearance related difference.
- Challenge practice and language (including „banter“) which does not uphold the school values of tolerance, non-discrimination and respect towards others.
- Be encouraged to use technology, especially mobile phones and social media, positively and responsibly.
- Work with staff, the wider community and outside agencies to prevent and tackle concerns including all forms of prejudice-driven bullying.
- Actively create “safe spaces” for vulnerable children and young people.
- Celebrate success and achievements to promote and build a positive school ethos.

9.2 Policy and Support

The whole school community will:

- Provide a range of approaches for pupils, staff and parents/carers to access support and report concerns.
- Regularly update and evaluate our practice to consider the developments of technology and provide up-to-date advice and education to all members of the community regarding positive online behaviour.
- Take appropriate, proportionate and reasonable action, in line with existing school policies, for any bullying brought to the schools’ attention, which involves or effects pupils, even when they are not on school premises; for example, when using school transport or online, etc.
- Implement appropriate disciplinary sanctions; the consequences of bullying will reflect the seriousness of the incident, so that others see that bullying is unacceptable.
- Use a variety of techniques to resolve the issues between those who bully, and those who have been bullied.

9.3 Education and Training

The school community will:

- All staff, including: teaching staff, support staff (e.g. teaching assistants, administration staff, and site support staff) pastoral staff and the Board of Governors access regular Safeguarding Training to ensure they can identify and manage incidents of bullying, as well as confidently identifying those pupils that may be at risk of bullying, and can and take appropriate action, following the school’s policy and procedures, including recording and reporting incidents.
- Consider a range of opportunities and approaches for addressing bullying throughout the curriculum and other activities, such as: through displays, assemblies, peer support, the school/student council, etc.
- Collaborate with other local educational settings as appropriate, and during key times of the year, for example during transition.
- Ensure anti-bullying has a high profile throughout the year, reinforced through key opportunities such as anti-bullying week
- Provide systematic opportunities to develop pupils’ social and emotional skills, including building their resilience and self-esteem.

10. Involvement of pupils

We will:

- Involve pupils in policy writing and decision making, to ensure that they understand the school's approach and are clear about the part they play in preventing bullying.
- Regularly canvas children and young people's views on the extent and nature of bullying.
- Ensure that all pupils know how to express worries and anxieties about bullying.
- Ensure that all pupils are aware of the range of sanctions which may be applied against those engaging in bullying.
- Involve pupils in anti-bullying campaigns in schools and embedded messages in the wider school curriculum.
- Utilise pupil voice in providing pupil led education and support
- Publicise the details of internal support, as well as external helplines and websites.
- Offer support to pupils who have been bullied and to those who are bullying to address the problems they have.

11) Involvement and liaison with parents and carers

We will:

- Take steps to involve parents and carers in develop policies and procedures, to ensure they are aware that the school does not tolerate any form of bullying.
- Make sure that key information about bullying (including policies and named points of contact) is available to parents/carers in a variety of formats, including via the school website
- Ensure all parents/carers know who to contact if they are worried about bullying and where to access independent advice.
- Work with all parents/carers and the local community to address issues beyond the school gates that give rise to bullying.
- Ensure that parents work with the school to role model positive behaviour for pupils, both on and offline.
- Ensure all parents/carers know about our complaints procedure and how to use it effectively, to raise concerns in an appropriate manner.

12) Monitoring and review: putting policy into practice

- The school will ensure that they regularly monitor and evaluate mechanisms to ensure that the policy is being consistently applied.
- Any issues identified will be incorporated into the school's action planning.
- The Headteacher will be informed of bullying concerns, as appropriate.
- The named Governor for bullying will report on a regular basis to the governing body on incidents of bullying, including outcomes.

13) Useful links and supporting organisations

The following links may provide additional support to children, staff or families.

- Anti-Bullying Alliance: www.anti-bullyingalliance.org.uk
- Childline: www.childline.org.uk
- Family Lives: www.familylives.org.uk

- › Kidscape: www.kidscape.org.uk
- › MindEd: www.minded.org.uk
- › NSPCC: www.nspcc.org.uk
- › PSHE Association: www.pshe-association.org.uk
- › Restorative Justice Council: www.restorativejustice.org.uk
- › The Diana Award: www.diana-award.org.uk
- › Victim Support: www.victimsupport.org.uk
- › Young Minds: www.youngminds.org.uk
- › Young Carers: www.youngcarers.net

Cyberbullying

- › Childnet: www.childnet.com
- › Internet Watch Foundation: www.iwf.org.uk
- › Report Harmful Content: <https://reportharmfulcontent.com/>
- › UK Safer Internet Centre: www.saferinternet.org.uk
- › The UK Council for Internet Safety (UKCIS): www.gov.uk/government/organisations/uk-council-for-internet-safety
- › DfE 'Cyberbullying: advice for headteachers and school staff': www.gov.uk/government/publications/preventing-and-tackling-bullying
- › DfE 'Advice for parents and carers on cyberbullying': www.gov.uk/government/publications/preventing-and-tackling-bullying

SEND

- › Changing Faces: www.changingfaces.org.uk
- › Mencap: www.mencap.org.uk
- › Anti-Bullying Alliance Cyberbullying and children and young people with SEN and disabilities: www.anti-bullyingalliance.org.uk/tools-information/all-about-bullying/at-risk-groups/sen-disability
- › DfE: SEND code of practice: www.gov.uk/government/publications/send-code-of-practice-0-to-25

Race, Religion and Nationality

- › Anne Frank Trust: www.annefrank.org.uk
- › Kick it Out: www.kickitout.org
- › Report it: www.report-it.org.uk
- › Stop Hate: www.stophateuk.org
- › Tell Mama: www.tellmamauk.org
- › Educate against Hate: www.educateagainsthate.com
- › Show Racism the Red Card: www.srrc.org/educational

LGBTQ+

- › Barnardo's LGBTQ Hub: www.barnardos.org.uk/what-we-do/our-work/lgbtq.htm
- › Metro Charity: www.metrocentreonline.org
- › EACH: www.eachaction.org.uk

- Proud Trust: www.theproudtrust.org
- Schools Out: www.schools-out.org.uk
- Stonewall: www.stonewall.org.uk

Sexual Harassment and Sexual Bullying

- NSPCC 'Report Abuse in Education' Helpline: 0800 136 663 or help@nspcc.org.uk
- Ending Violence Against Women and Girls (EVAW): www.endviolenceagainstwomen.org.uk
- Disrespect No Body: www.gov.uk/government/publications/disrespect-nobody-campaign-posters
- Anti-bullying Alliance: Preventing and responding to Sexual Bullying: www.anti-bullyingalliance.org.uk/tools-information/all-about-bullying/sexual-and-sexist-bullying
- Anti-bullying Alliance: advice for school staff and professionals about developing effective anti-bullying practice in relation to sexual bullying: <https://anti-bullyingalliance.org.uk/tools-information/all-about-bullying/sexual-and-sexist-bullying/investigating-and-responding-sexual>
- Childnet Project DeShame (Online Sexual Harassment and Bullying): www.childnet.com/our-projects/project-deshame

Note: Additional links and information can be found at: www.gov.uk/government/publications/preventing-and-tackling-bullying

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