SPARKENHOE COMMUNITY PRIMARY SCHOOL

Anti-Bullying Policy

Person responsible for policy: PHSE coordinator

At Sparkenhoe Community Primary School we respect every child's need for and rights to an environment where there is safety, security, praise and recognition. Opportunities for taking responsibility are encouraged. We aim to provide a safe, caring and friendly climate for learning for all our pupils to allow them to improve their life chances and help them maximise their potential. We also aim to produce an inclusive environment for all pupils which openly discusses differences between people and celebrates diversity. Bullying is wrong and damages individual children. We therefore do all we can to prevent it, by developing a school ethos in which bullying is regarded as unacceptable Our anti-bullying policy ensures that all our children can learn in a supportive, caring and safe environment without fear of being bullied. If bullying does occur, all pupils should be able to tell and know that incidents will be dealt with promptly and effectively. We are a ***TELLING*** school. This means that *anyone* who knows that bullying is happening is expected to tell the staff, parents or a trusted adult. Written with reference to Preventing & Tackling Bullying DfE October 2017.

Our aims are:

- To promote the well-being of all pupils.
- To prevent, reduce and eradicate all forms of bullying.
- To offer an environment free from all forms of abuse.
- To have a consistent approach for dealing with incidents of bullying.
- To promote a whole school approach, where signals and signs are identified and swift and effective action is taken.
- To ensure that all pupils and staff and parents are aware of this policy and their obligations.

What is bullyling?

Bullying is behaviour by an individual or group repeated over time, that intentionally hurts another individual or group either physically or emotionally. Bullying results in pain and distress to the victim(s). Bullying can be physical, verbal or psychological. It can happen face-to-face or through cyberspace. It is different from other types of aggressive behaviour because it is defined as something that happens more than once and is directed specifically at an individual or group.

We define bullying as physical, verbally or on-line aggressive behaviour that occurs 'Several Times on Purpose'. The school uses this definition to help children understand the seriousness of bullying compared to other unacceptable behaviours and provides the **'STOP'** acronym (see Appendix 1) that leads to children knowing they should 'Start Telling Other People'

Bullying can be:

 Emotional - being unfriendly, excluding, tormenting (e.g. hiding books, threatening gestures), ridicule, humiliation, intimidating, manipulation, coercion.

 Physical - pushing, poking, kicking, hitting, biting, punching or any use of violence

 Sexual - unwanted physical contact, inappropriate touching, homophobic abuse, sexually abusive comments, exposure to inappropriate films / online content etc.

 Verbal - name-calling, sarcasm, spreading rumours, teasing, threats, belittling.

 Online / Cyber - All areas of the internet, including AI, posting on social media, email, internet chat room, sharing photos, social exclusion, Misuse of associated technology, i.e. camera & video facilities or phone calls

 M**aterial** bullying which includes damage to belongings and extortion.

Prejudice Related Bullying
Under the Equalities Act 2010 it is against the law to discriminate against anyone because of:

- age
- disability
- gender reassignment
- marriage and civil partnership
- pregnancy and maternity
- race
- religion or belief
- sex
- sexual orientation

Bullying can also take place through third person involvement i.e. another person being encouraged to take part in any of the behaviours above.
All staff should also be aware to the possibility of a member of staff bullying a child. Should anyone suspect that this is taking place this should be reported immediately to the Headteacher or the DSL. This also includes any incidents of adult bullying by staff or parents. If the Head teacher is suspected of bullying, the matter should be reported to the Chair of the Governing Body. Also refer to the Trust's whistleblowing policy.

Bullying is not:

It is important to understand that bullying is not an odd occasional falling out with friends, name calling, arguments or when the occasional 'joke' is played on someone. Children do sometimes fall out or say things because they are upset. When occasional problems of this kind arise, it is not classed as bullying, it is an unkindness. Children need to know that they should still talk to an adult if an incident happens. It is not ok for anyone to deliberately upset or hurt another, whether it is bullying or not. It is an important part of a child's development to learn how to deal with friendship breakdowns, the odd name calling or childish prank. We all have to learn how to deal with these situations and develop social skills to repair relationships. Children do this with support from adults.

Bullying is defined as Several Times on Purpose

Bullying Outside School Premises

Head teachers have a specific statutory power to discipline pupils for poor behaviour outside of the school premises. Section 89(5) of the Education and Inspections Act 2006 gives head teachers the power to regulate pupils' conduct when they are not on school premises and are not under the lawful control or change of a member of school staff. This can relate to any bullying incidents occurring anywhere off the school premises, such as on school or public transport, outside local shops, or in the town centre, or cyber bullying. Where bullying outside school is reported to school staff, it will be investigated and acted on. The head teacher will also consider whether it is appropriate to notify the police or the anti-social behaviour department in the local authority of the action taken against a pupil. If the misbehaviour could be criminal or poses a serious threat to a member of the public, the police will always be informed.

Why is it Important to Respond to Bullying?

- Bullying hurts.
- No one deserves to be a victim of bullying.
- Everybody has the right to be treated with respect.
- Pupils who are bullying need to learn different ways of behaving.
- Schools have a responsibility to respond promptly and effectively to issues of bullying.

Objectives of this Policy

- All governors, teaching and non-teaching staff, pupils and parents should have an understanding of what bullying is.
- All governors, teaching and non-teaching staff should know what the school policy is on bullying, and follow it when bullying is reported.
- All pupils and parents should know that the school has a policy on bullying, and what they should do if bullying arises.
- As a school we take bullying seriously. Pupils and parents should be assured that they will be supported when bullying is reported.
- Bullying will not be tolerated.

Signs and Symptoms

A child may indicate by signs or behaviour that he or she is being bullied. Adults should be aware of these possible signs and that they should investigate if a child:

- is frightened of walking to or from school
- doesn't want to go on the bus
- begs to be driven to school
- changes their usual routine
- is unwilling to go to school (school phobic)
- begins to truant
- becomes withdrawn anxious, or lacking in confidence
- starts stammering
- attempts or threatens suicide or runs away
- cries themselves to sleep at night or has nightmares
- feels ill in the morning
- begins to do poorly in school work
- comes home with clothes torn or books damaged
- has possessions which are damaged or " go missing"
- asks for money or starts stealing money (to pay someone who has asked them for money)
- has dinner or other monies continually "lost"
- has unexplained cuts or bruises
- comes home hungry (money / lunch has been stolen)
- becomes aggressive, disruptive or unreasonable
- is bullying other children or siblings
- stops eating
- is frightened to say what's wrong
- gives improbable excuses for any of the above
- is afraid to use the internet or mobile phone
- is nervous & jumpy when a cyber message is received

These signs and behaviours could indicate other problems, but bullying should be considered a possibility and should be investigated. This is not an exhaustive list.

Procedures - Reporting

Children

- Children are encouraged to 'Start Telling Other People'
- They are encouraged to report possible bullying to any member of staff they trust, a friend or a member of their family.
- Children who are 'bystanders' are taught to support their peers by reporting any suspected bullying incidents.

Staff

- All incidents of suspected alleged bullying will initially be dealt with by the member of staff it is reported to, usually the class teacher.
- All staff members are responsible for the health and well-being of the children and have a duty to respond seriously to any claim of bullying.
- All reported incidents of bullying **must** be referred to all members of the Senior Leadership team (SLT who also Designated Safeguarding Leads -DSLs) by reporting an incident to them verbally, immediately and then by logging the incident on CPOMS (Safeguarding, electronic recording system).
- Actions taken are recorded on CPOMS and shared with relevant members of staff and parents/carers.
- All instances of bullying are monitored for patterns of behaviour and to ensure that actions taken have been effective in stopping any bullying.
- SLT/DSLs review all recorded incidents at regular meetings.
- Teaching Assistants report to a class teacher or senior manager if they have any concerns about potential bullying.
- Lunchtime supervisors report to the class teachers and/or SLT/DSPs where there are any concerns about children's behaviour.
- Through child protection training, ALL staff are aware of their duty to report any incident of concern.

Parents

- Parents are encouraged to share any concerns with their child's class teacher or a member of senior management. All concerns are logged in CPOMS.
- In all cases a member of staff will liaise with parents to keep them updated about actions taken and the outcomes of these actions.
- If necessary and appropriate the incident will be reported to the police.

Procedures – Actions

Victim

- The bullying behaviour or threats of bullying must be investigated immediately and the alleged bullying stopped.
- Victims will be reassured that they have done nothing to deserve the bullying and that what may have happened is not their 'fault'
- The victim will be consulted with on how to rebuild relationships with the alleged perpetrator if they want to do this.
- If appropriate school will access external support.
- Following investigations, staff will periodically 'check in' with children that have been the victim of bullying to ensure that the child feels happy and secure at school.

Alleged perpetrator

- Most importantly, the alleged perpetrator should be helped to realise that bullying will not be tolerated, that it must stop immediately and that there can be no re-occurrence
- The behaviours will be explored by a DSP to establish if there is something affecting the alleged perpetrator that has led to the bullying behaviours.

- Children are helped to reflect upon their actions and to empathise with how the victim may feel.
- Alleged perpetrators are supported to modify their behaviour. Appropriate interventions will be put in place. These may be through structured lunchtimes and playtimes including pastoral support (by an identified member of staff), external support, and classroom supervision and will always involve parents to reinforce the unacceptable nature of bullying.
- Other consequences may take place such as loss of privileges in school.
- Temporary exclusion for one or more days may be considered if appropriate.
- After incidents have been investigated and dealt with, each case will be monitored to ensure repeated bullying does not take place.

Note: KSCIE 2026 is clear that both victims and alleged perpetrators should be offered appropriate support as necessary.

Parents

- Parents/carers of both victim and alleged perpetrator will be kept informed throughout the process
- Close contact will be maintained with the victim's parents or carers to ensure that the victim adjusts positively back to school life as quickly as possible.
- Parent views will always be considered but the school will stress that wherever possible reconciliation will be considered in order to provide clear resolution for all concerned while not condoning any form of bullying.

Reconciliation

- The alleged perpetrator will be asked at a suitable point to genuinely apologise, in writing or in person
- Children will be encouraged to reconcile any issues over a period of time so that any injustice can be rectified.

<u>Procedures – Recording</u>

- All serious behaviour incidents are recorded using CPOMS and shared with relevant staff. These may be discussed during phase meetings and management meetings and are periodically checked to see if there are patterns of behaviour that may be regarded as bullying.
- The Senior Leadership Team (DSLs) are responsible for monitoring CPOMS and liaising with class teachers and other staff to ensure that incidents of bullying are not missed.
- Periodic analysis of incidents recorded in CPOMS i.e. numbers of incidents, numbers of children involved, analysis of sanctions etc will help staff to measure the success of our policies of poor or challenging behaviour.
- Teachers may also consult the Anti-bullying staff champion if they have any concerns about bullying behaviour and ask for advice.

Prevention

We aim to help children to prevent bullying. As and when appropriate, children may:

- Be involved in discussion about writing school rules
- Write and sign class rules at the start of each year
- Write stories or poems or draw pictures about bullying
- Read stories about bullying or have them read to a class or assembly
- Use role play and 'hot-seating' to help create feelings of empathy
- Have discussions about bullying and why it should not happen
- Have reminders about appropriate behaviours through the PHSE curriculum and assemblies.

Anti-bullying awareness activities take place throughout the year as part of the PHSE curriculum.

The school has a range of strategies in place to help children work and behave co-operatively in order to minimise the possibility of bullying taking place.

- The school has a group of ABAs (**A**nti-**B**ullying **A**mbassadors) –a small group of children trained in helping to take a more active role in reducing bullying/unkind behaviours and supporting positive play in the playground.
- The school takes part in the National Anti-bullying week in November each year, involving all children in discussions about acceptable behaviours and ensuring all children know what procedures should be followed.
- The school has regular school assemblies focussed around PHSE themes of bullying, friendship and expected behaviour.

- Bullying is a focus in our PHSE curriculum
- The school has a clear behaviour policy that rewards positive behaviour. The school rules are clear and straightforward and focus on positive attitudes.
- The school takes a pro-active stance towards challenging behaviour at lunchtime; we also have a variety of lunchtime activities that involve keeping children engaged and active at lunchtimes to avoid unwanted behaviour.
- The school works closely with the local police to make sure that any incidents outside school are reported to the school so that children involved can then be monitored inside school as appropriate.
- Children are encouraged to help alleged perpetrators and victims reflect upon their actions.
- Both children and parents are made aware of how to use the internet safely and of the possibilities of cyber bullying.
- Regular attendance of staff at the Healthy Schools network meetings (which includes anti bullying)
- Consultation with the School Council
- Regular questionnaires or consultations with children and parents.
- Assemblies promoting friendship.

Above all children are encouraged to 'Start Telling Other People' if they feel they are being bullied or if someone they know is being bullied.

This policy will be reviewed annually and shared as part of the Child protection training and the first INSET at the start of each year to ensure that all staff are aware of the procedures to follow.

This policy was updated by school October 2026

This policy will be reviewed October 2027

This policy was agreed by the Governing Body on 9th November 2026

Appendix 1

S.T.O.P

Several

Times

On

Purpose

If someone does bully you, then you must…

Start

Telling

Other

People