

# Sexton's Manor Primary School

## Anti-Bullying Policy



**Approved by: Local Governing Body**

**Date approved:**

**Review date:**

**Policy owner: Headteacher**

**Review cycle: Annual**

## 1. Introduction

We are committed to providing a safe, caring and supportive environment where pupils can learn without fear of bullying or harassment. This document sets out our approach to preventing and responding to bullying behaviour. School leaders, staff, pupils and parents/carers should be familiar with it.

This policy operates in conjunction with the **Behaviour Policy, Safeguarding & Child Protection Policy, Online Safety Policy**, and the **Equality Objectives and Public Sector Equality Duty**.

## 2. Definition of Bullying

Bullying is behaviour that is:

- **Repeated, intentional, and hurtful**, either physically or emotionally;
- Involves an **imbalance of power**, making it hard for the victim to defend themselves.

It can be **direct** (e.g., physical or verbal abuse) or **indirect** (e.g., exclusion, spreading rumours). **Cyberbullying** — bullying via electronic means — is included. Bullied behaviour is never part of acceptable school life.

Examples include (but are not limited to):

- physical harm or threats
- name-calling, teasing, taunts
- social exclusion or isolation
- racist, faith-based, sexist, homophobic, biphobic, transphobic and disablist behaviour
- unwanted sexual comments or behaviour
- online abuse or intimidation

## 3. Aims

Our school aims to:

1. Foster a culture where bullying is known to be **unacceptable**.
2. Ensure a **consistent and effective response** to bullying behaviour.
3. Provide support for victims and intervene appropriately with those who bully.
4. Promote pupils' understanding of **diversity, respect and positive relationships**.

5. Communicate clearly to staff, pupils and parents how bullying is prevented, identified and managed.

#### **4. Prevention**

We take a whole-school approach to preventing bullying. This includes:

- Clear expectations about behaviour and respect for all.
- Curriculum activities (e.g., RSHE) that build empathy and understanding of equality and diversity.
- Regular discussion of bullying in assemblies, PSHE, circle time, and anti-bullying week.
- Training for staff (including lunchtime supervisors and support staff) on identifying and responding to bullying appropriately.

#### **5. Roles and Responsibilities**

##### **School Leaders**

- Ensure the policy is implemented and communicated.
- Monitor and report on bullying incidents to the governing body.
- Provide CPD for all staff on preventing and responding to bullying.

##### **Staff**

- Take all forms of bullying seriously.
- Intervene appropriately, take action, and record incidents as per school procedures.
- Support those affected and follow up to prevent recurrence.

##### **Pupils**

- Speak up and report bullying they experience or witness.
- Respect others in and out of school.

##### **Parents/Carers**

- Support the policy and work with the school to address incidents.
- Communicate concerns promptly.

#### **6. Reporting and Recording**

All bullying incidents are recorded following school procedures and, where appropriate, reported to senior leaders. This includes **what happened, action taken, and outcomes**. Records help identify patterns and monitor the effectiveness of responses.

## 7. Responding to Bullying

### Victim Support

- Provide immediate support and reassurance.
- Discuss what happened and what support is needed.

### Responding with the Pupil Who Bullied

- Explain why the behaviour is unacceptable.
- Support the pupil to understand the impact and change their behaviour.
- Where needed, involve parents/carers and external services.

### Sanctions

Sanctions are appropriate, proportionate, and in line with the school's behaviour policy. Responses may include restorative approaches, behaviour plans, loss of privileges, internal sanctions or, in serious cases, fixed-term exclusions.

### External Support

In more severe situations, referrals to **external agencies** (e.g., social care or police) may be necessary.

## 8. Cyberbullying

Cyberbullying is treated seriously. Incidents will be investigated regardless of whether they take place on or off school premises, where they affect school life. Guidance on online safety and responsible use of technology is provided to pupils, parents and staff.

## 9. Monitoring, Evaluation & Review

The policy is reviewed **annually** by the governing body to ensure it remains effective and reflects current guidance. This includes analysing information for patterns related to identity or protected characteristics. Reviews should involve staff, pupils and parents where possible.

## 10. Linked Policies

This anti-bullying policy should be read with:

- Behaviour Policy
- Safeguarding & Child Protection Policy
- Online Safety Policy
- Equality and Diversity Policy
- Complaints Policy

# Our School's Anti-Bullying Promise

## What is bullying?

Bullying is when someone **keeps doing something on purpose** to hurt another person, either **physically or emotionally**, and it feels hard for the person being bullied to stop it.

Bullying can be:

- **Physical** – hitting, pushing, kicking, taking belongings
- **Verbal** – name-calling, teasing, threatening
- **Emotional** – leaving someone out, spreading rumours, embarrassing someone
- **Online (cyberbullying)** – nasty messages, posts, pictures or videos shared online or through games

Bullying is different from a one-off argument. It usually happens **again and again** and involves someone having more power.

## Bullying is NOT okay

At our school:

- Everyone has the right to feel **safe, happy and respected**
- Bullying is **never tolerated**
- It is **never your fault** if you are being bullied

## What should I do if I am being bullied?

If you are being bullied:

1. **Tell someone you trust** as soon as you can
2. This could be:
  - o Your class teacher
  - o Another adult in school
  - o A teaching assistant or lunchtime supervisor
  - o The Headteacher
3. If the bullying continues, **keep telling** until it stops

You will always be listened to and taken seriously.

## What if I see someone else being bullied?

You can help by:

- **Telling an adult** what you have seen
- Being a **kind friend** to the person being bullied
- Not joining in, laughing, or sharing messages

Being a bystander can make bullying worse — speaking up can help stop it.

## What will school do?

When bullying is reported, adults will:

- Listen carefully and take action
- Help and support the child being bullied
- Speak to the child who has been bullying and help them change their behaviour
- Involve parents/carers if needed
- Keep checking that the bullying has stopped

Adults may also use consequences that follow the school's behaviour rules.

## What about online bullying?

Bullying online is just as serious as bullying in person.

If something online makes you upset or worried:

- **Do not reply**
- **Save the message or screenshot it**
- **Tell an adult straight away**

School can help even if it happens outside school, if it affects you or other pupils.

## Helpful support you can use anytime

You are never alone. You can get help outside school too:

- **Childline** – Free, confidential support ☎ 0800 1111 ☐ [www.childline.org.uk](http://www.childline.org.uk)
- **NSPCC** – Help for children and parents ☐ [www.nspcc.org.uk](http://www.nspcc.org.uk)
- **CEOP** – If something online feels unsafe ☐ [www.ceop.police.uk](http://www.ceop.police.uk)

- **The Mix** (for older pupils) □ [www.themix.org.uk](http://www.themix.org.uk)

### **Our promise to you**

We promise to:

- Take bullying seriously
- Act quickly and fairly
- Help everyone feel safe and included

If something doesn't feel right — **speak up**. We are here to help.



Frequency and duration of bullying behaviour  
*State how long and how persistent this behaviour has been.*

ONCE OR TWICE

SEVERAL TIMES

PERSISTING OVER TWO MONTHS

PERSISTING OVER A YEAR

Any previous behaviours or incidents which may be related or historical relevant information

Checklist;  
*Tick as appropriate*

**Do incidents involve the same children?**

**Have parents of victim been informed?**

**Have parents of ring leader been informed?**

**Have you spoken to all individuals?**

**Have you held a group discussion?**

**Have you under taken any work in class to follow up? PHSE/Circle time/ restorative justice/anti bullying**

**Has an action plan been agreed with the victim?**

**Has an action plan been agreed with the ring leader?**

**Add any notes to this document.**

**Have you informed MDSAs/Phase leader/Head teacher**

**Other actions**

*Please tick or comment as necessary;*

Medical treatment required

Police involvement needed

Referral needed to outside agencies

Other

**Detail actions agreed for each party**

**Follow update within two weeks**

**Date agreed**

**Notes of follow up meeting with child**

**Notes of follow up discussion with parents**

**Follow up meeting week four**

**Date agreed**

**Actions agreed**

**Document completed by**

**Role**

**Date**

**HT signed**

**Date**

**Any further actions agreed?**

**Has this reduced/stopped incidents?**

**Monitoring agreed**