Anti-Bullying Policy
Debden C of E Primary Academy

Reviewed by: Matt Hawley   September   2024
Shared with staff: September   2024
Shared with Governors: September   2024
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POLICY STATEMENT

At Debden Church of England Primary Academy, our school vision and values underpin all aspects of school life, including our approaches to preventing and managing instances of bullying. Our school vision is to enable our children to:

-Progress exceptionally well academically, across a broad and knowledge-rich curriculum;

-Develop into confident, compassionate, well-rounded individuals, in a safe, caring, Christian environment;

-Become equipped with the learning skills needed to deal with future challenges;

-Hold happy, positive memories of their childhood.

Central to achieving this vision is providing a safe, caring environment in which the children's happiness, personal development and behaviour are at the heart of productive learning. Reinforcing this idea are our Golden Rules of Behaviour, which everyone in the school is expected to follow:

"Be Kind, Be Brave, Be Safe, Behave."

Debden C. of E. Primary Academy 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 disciplined environment, where pupils are able to learn and fulfil their potential.

AIMS

The aims of this policy are to:
- Outline what Debden C. of E. Primary Academy will do to prevent and tackle all forms of bullying;
- Ensure that all members of the school community are aware of the school ethos and procedures with regards to reporting bullying;
- Maintain, further develop and promote an anti-bullying culture where the bullying of adults, children or young people is not tolerated in any form.

Legislation and statutory requirements:
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" 2024 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".

There are several pieces of legislation which set out measures and actions for schools in response to bullying, as well as criminal and civil law. These may include (but are not limited to):
- 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

KEY ROLES AND RESPONSIBILITIES
The Governing Body
The governing board is responsible for monitoring and reviewing this policy's effectiveness and holding the Headteacher to account for its implementation.

The Headteacher

The Headteacher has overall responsibility for Anti-Bullying at our school. They are responsible for appointing an Anti-Bullying Coordinator and liaising with the Governing body, parents/carers, the Local Authority, and outside agencies when appropriate.

The Anti-Bullying Coordinator

The Anti-Bullying coordinator at our school is Matt Hawley. He is responsible for:

- Policy development and review (ensuring that pupils, staff, governors, and parents/carers have opportunities to contribute);
- Implementing the policy and monitoring/assessing its effectiveness;
- Managing the reporting and recording of bullying incidents;
- Coordinating Anti-Bullying training and support for staff and parents/carers where appropriate;
- Monitoring the effectiveness of strategies for preventing bullying behaviour.

The Designated Safeguarding Leads (DSLs)

The Designated Safeguarding Lead in the school is Matt Hawley. The Deputy Designated Safeguarding Lead is Sarah Bailey. Safeguarding is the responsibility of all, however all staff, parents/carers and pupils need to be aware of who to report to and how to report any safeguarding concerns.

Staff

All staff, including: governors, senior leadership, teaching and non-teaching staff, are to support, uphold and implement this policy accordingly.

Parents

Parents are expected to:

- Support their child in adhering to the school's behaviour and anti-bullying expectations;
- Inform the school of any changes in circumstances that may affect their child's behaviour;
- To support their children and work in partnership with the school.

DEFINITION

We consider bullying to be unacceptable behaviour that causes hurt to someone else, which is repeated and/or habitual.

- 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 can include name calling, taunting, mocking, making offensive comments; kicking; hitting; taking belongings; producing offensive graffiti; gossiping; excluding people from groups and spreading hurtful and untruthful rumours.

- This includes the same unacceptable behaviours expressed online, sometimes called online or cyberbullying. This can include: sending offensive, upsetting and inappropriate messages by phone, text, instant messenger, through gaming, websites, social media sites and apps, and sending offensive or degrading photos or videos.
- Bullying is recognised by the school as being a form of child-on-child abuse. It can be emotionally abusive and can cause severe and adverse effects on children's emotional development.

Forms and types of bullying covered by this policy

At Debden Primary Academy, we consider the context within which incidents and/or behaviours of concern occur. We will consider the motivations behind the behaviours and will take into account the age and stage of development of the pupils involved. Our focus will always be the safety and welfare of all children involved.

Bullying behaviour may include, but is not limited to:

-Physical – pushing, poking, kicking, hitting, biting, pinching etc.

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

-Emotional – isolating others, tormenting, hiding books/belongings, threatening gestures, ridicule, humiliation, intimidating, excluding, manipulation, and coercion

-Sexual – unwanted physical contact, inappropriate touching, abusive comments, homophobic abuse, exposure to inappropriate films etc.

-Online / Cyber – posting on social media, sharing photos, sending nasty text messages, social exclusion etc.

-Indirect – can include the exploitation of individuals such as 'false friendships', criminal exploitation, sexual exploitation, and radicalisation

-Prejudice-related – derogatory and discriminatory language and behaviour including that which is racist, homophobic, biphobic, transphobic and disablist in nature. This language and behaviour may be directed towards people because of their race/ethnicity/nationality; because they are lesbian, gay, bisexual, or trans, or are perceived to be, or have a parent/carer, sibling, or friend who is, because they have a learning or physical disability. Such language and behaviour are generally used to refer to something or someone as inferior.

There is no hierarchy of bullying, all forms of bullying are taken equally seriously and will be dealt with appropriately.

Where does bullying take place?

At Debden Primary Academy, we understand that bullying is not confined to the school premises. Bullying can take place outside of school, on the journey to and from school and in

the local community. Bullying may also take place online (this is sometimes referred to as cyberbullying).

We will offer support and guidance to pupils, parents/carers and families who have experienced any type of bullying whether this has taken place inside school, outside of school or online. We are committed to working with outside agencies where appropriate to prevent and tackle all forms of bullying.

PREVENTING BULLYING
The Staff at Debden Primary Academy will…

-Monitor and review our anti-bullying policy and practice on a regular basis.

-Support staff to promote positive relationships to help prevent bullying.

-Recognise that some members of our community may be more vulnerable to bullying and its impact than others; this may include children with SEND. Being aware of this will help us to develop effective strategies to prevent bullying from happening and provide appropriate support, if required.

-Intervene by identifying and tackling bullying behaviour appropriately and promptly.

-Ensure 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.

-Require all members of the community to work with the school to uphold the anti-bullying policy.

-Recognise 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 other relevant organisations when appropriate.

We hold a number of expectations of our children that aim to prevent bullying from taking place in school, that include, but are not limited to:

- Understanding that everybody is an individual, and celebrate their differences;
- Understanding that their words and actions can affect others;
- Respecting other people's personal space;
- Including others in their games and activities;
- Encouraging others to show kindness and compassion, and report any incidents of bullying to staff members;
- Being kind and careful when online.

Other Anti-Bullying Preventative Strategies that we use include, but are not limited to:

-Active school council with representatives from across the school;

-Mentoring work with our learning mentor;

-'Buddy' system for new/ anxious pupils;

-Taking part in Anti-Bullying week annually (November)

-Taking part in Safer Internet Day annually (February)

-Robust R(S)HE curriculum for all year groups

-Specific curriculum inputs for online safety and cyberbullying

-Themed days to promote equality and tackle prejudice

-End of term / end of academic year celebration events

-Opportunities for pupils to share their voice and opinions – through surveys etc.

-Inclusive displays throughout the school with a diverse range of work, photographs etc.

-Inclusive toys and books throughout the school raising awareness of and celebrating differences

-Specific interventions for identified individuals or groups;

-Input from cyberbullying experts, including offering parent workshops;

-Regular staff training and development for all staff (including lunchtime supervisors and staff who support our before and after-school clubs)

-All staff model expected behaviour

REPORTING BULLYING CONCERNS

At Debden Primary Academy, we want pupils, parents/carers, staff, and visitors to confidently report bullying and know that their concerns will be taken seriously. We remain committed to supporting and safeguarding all children involved including the target, the alleged perpetrator, any bystanders/witnesses to the bullying behaviour and the wider school community.

We have clear reporting systems for each group of our school community, the effectiveness of these reporting systems is reviewed throughout the academic year and may be expanded to meet the needs of all members of our community.

Pupils, including bystanders/witnesses
We ask that all pupils report concerns of bullying or bullying behaviour to a member of school staff – this can be any member of teaching or non-teaching staff, including a class teacher, a TA,

the Headteacher, a lunchtime supervisor, or a member of the office team. We talk about trusted adults regularly in class (and as a part of our PSHE curriculum) and in assemblies to remind our pupils of who they can report concerns to.

The member of staff will listen to the pupil and make an initial note of their concerns, they will then discuss next steps with them and reassure them that they will be supported. The member of staff will make a formal record of the bullying report, initially using one of the school's behaviour incident reporting forms. This is then shared with the child's class teacher and the Senior Leadership Team, who will decide which adults need to be involved in any investigation. The member of staff will directly alert the school's Designated Safeguarding Lead if the report is deemed urgent or if a pupil is considered at risk.

We understand that some pupils may find it difficult to tell a member of staff about their concerns verbally, we therefore have additional reporting mechanisms in place. Our school has a worry box in each classroom where the pupil can put their name/a brief note about their concerns/draw a picture of their concern – these worry boxes are introduced to the pupils at the start of the year and pupils are reminded of them regularly.

Even if the behaviour/incident which has been reported is deemed 'not bullying' and is thought to be 'relational conflict', school staff will still support the pupils involved and help them to resolve any concerns.

Parents/ Carers

We understand that it can be very difficult for a parent/carer to be concerned or hear that their child has been the target of bullying, has experienced bullying behaviour or is an alleged perpetrator of bullying.

We ask that if parents/carers have concerns about their child experiencing or perpetrating bullying, that they contact a member of school staff. Initially we ask parents/carers to contact their child's class teacher (in person/via telephone call/via email/) to explain their concerns. The class teacher will take an initial note of the concerns but may ask to schedule a meeting to allow for more time to discuss the concerns in detail. Following the report and/or the meeting, if it is necessary the class teacher will make a formal record of the bullying report, initially using one of the school's behaviour incident reporting forms. This is then shared with the Senior Leadership Team, who will decide which adults need to be involved in any investigation. The member of staff will directly alert the school's Designated Safeguarding Lead if the report is deemed urgent or if a pupil is considered at risk.

We ask that parents/carers come directly to the school with their concerns rather than discussing them with other members of the school community in person or online.

Our school remains committed to supporting pupils and their families in all instances of bullying and relational conflict and will respond to reports promptly. Even if the behaviour/incident

which has been reported is deemed 'not bullying' and is thought to be 'relational conflict', school staff will still support the pupils involved and help them to resolve any concerns.

We will endeavour to ensure that all parties are kept informed of progress and any developments, but we will also need to show due regard to GDPR. This may mean, at times, that we are not able to provide or share information or updates.

School Staff

Our staff work closely with our pupils and therefore may notice a change in a pupil's behaviour or attitude that might indicate that something is wrong before receiving a report from a pupil or a member of the school community. If staff have any concerns about a pupil's welfare or are concerned that a pupil is displaying behaviours that may show they are the target of bullying or perhaps perpetrating bullying, they should act on them immediately rather than wait to be told.

We ask that staff report their concerns to a Designated Safeguarding Lead or directly to the Headteacher. The member of staff receiving the report will take an initial note of the concerns and will then make a formal record of the bullying report, using one of the school's behaviour incident reporting forms. The member of staff must directly alert the school's Designated Safeguarding Lead if the report is deemed urgent or if a pupil is considered at risk.

Visitors

We ensure that all visitors to our school are aware of our Child Protection and Safeguarding procedures and which staff member they should report any concerns to (the member of staff may differ depending on the purpose of the visit e.g., supply teacher, governor, external agency etc.).

We ask that if a visitor to our school has any concerns about bullying behaviour that they have witnessed, or been told about, that they report their concerns at the earliest opportunity in person to the school's Designated Safeguarding Lead/the Head teacher/a member of the Senior Leadership Team. We ask that visitors report their concerns in person by the end of the school day. For example, it would not be appropriate to wait until the following day or leave a written note with concerns. The member of staff receiving the report will take an initial note of the concerns and will then make a formal record of the bullying report, using one of the school's behaviour incident reporting forms. This is then shared with the child's class teacher and the Senior Leadership Team, who will decide which adults need to be involved in any investigation. The member of staff will directly alert the school's Designated Safeguarding Lead if the report is deemed urgent or if a pupil is considered at risk.

RESPONDING TO BULLYING

At Debden Primary Academy, all reports of bullying or reported concerns of bullying behaviours will be taken seriously and investigated. Even if an incident is deemed 'not bullying' or a 'relational conflict', our school remains committed to supporting all pupils who have been involved and effected.

Our school keeps records of all reports of bullying, this information is stored using our school's behaviour logging system. These records are used to identify trends and inform our school's preventative work. Information from these records is discussed regularly at staff meetings to ensure that all staff are kept up-to-date and are alert to any ongoing concerns.

Our staff use a contextual approach to safeguarding and each incident will be dealt with on a case-by-case basis. Some of our school's responses may include, but may not be limited to:

-Talk to all pupils involved in the reported incident – this may include the target, the alleged perpetrator, and any bystanders/witnesses

-Talk to the parents (of the target and/or the alleged perpetrator)

-Implement appropriate sanctions in accordance with our school's behaviour policy. These sanctions will be graded according to the seriousness of the incident, but will send out a message that bullying is unacceptable

-Discuss the report/incident/case with other agencies and organisations when appropriate and make referrals to those organisations when appropriate

-Liaise with the wider community if the bullying is taking place off the school premises (e.g., the Police, District Council etc.)

-Keep in touch with the person who reported the incident/behaviour to inform them that action has been taken – this may include a pupil, a parent/carer/guardian, a member of staff or visitor, or another member of the school community. We will endeavour to ensure that all parties are kept informed of progress and any developments, but we will also need to show due regard to GDPR. This may mean, at times, that we are not able to provide or share information or updates.

-Implement a range of follow-up support/interventions appropriate to the situation (this may include informal or formal restorative work with the target and alleged perpetrator, solution-focused meetings, individual or group work with the target, individual or group work with the alleged perpetrator, individual or group work with any witnesses/bystanders, group work with the wider-school community etc.)

-Monitor the effectiveness of actions taken and reassess/take more actions if appropriate;

-Liaise with the Designated Safeguarding Lead if there are safeguarding issues or concerns;

If a parent/carer is not satisfied with our school's actions, we ask that they follow our school's complaint policy and procedures. This is available online from our school website and on request from the school office.

Supporting pupils

Pupils who have been bullied will be supported by:
- o Reassuring the pupil and providing continuous pastoral support.
- o Offering an immediate opportunity to discuss the experience with their teacher, the designated safeguarding lead, or a member of staff of their choice.
- o Being advised to keep a record of the bullying as evidence and discuss how respond to concerns and build resilience as appropriate.
- o Working towards restoring self-esteem and confidence.
- o Providing ongoing support; this may include: working and speaking with staff, offering formal counselling, engaging with parents and carers.
- o Where necessary, working with the wider community and local/national organisations to provide further or specialist advice and guidance.

Pupils who have perpetrated bullying will be helped by:
- o Discussing what happened, establishing the concern and the need to change.
- o Informing parents/carers to help change the attitude and behaviour of the child.
- o Providing appropriate education and support regarding their behaviour or actions.
- o If online, requesting that content be removed and reporting accounts/content to service provider.
- o Sanctioning, in line with school behaviour/discipline policy; this may include official warnings, removal of privileges (including online access when encountering cyberbullying concerns), and fixed-term or permanent exclusions.
- o Where necessary, working with the wider community and local/national organisations to provide further or specialist advice and guidance.

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 will be supported by:
- o Offering an immediate opportunity to discuss the concern with the designated safeguarding lead, a senior member of staff and/or the Headteacher.
- o Advising them to keep a record of the bullying as evidence and discuss how to respond to concerns and build resilience, as appropriate.
- o 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.
- o Reporting offensive or upsetting content and/or accounts to the service provider, where the bullying has occurred online.
- o Reassuring and offering appropriate support.
- o 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:
- o Discussing what happened with a senior member of staff and/or the Headteacher to establish the concern.
- o Establishing whether a legitimate grievance or concern has been raised and signposting to the school's official complaints procedures.
- o If online, requesting that content be removed.
- o Instigating disciplinary, civil or legal action as appropriate or required.

LINKS WITH OTHER POLICIES

This policy links with several school policies, practices and action plans including our:
- Behaviour Policy
- Complaints Policy
- Child Protection Policy
- Safer Use of the Internet Policy
- Suspensions and Exclusions Policy
- Curriculum policies (such as: PSHEE, Computing, RE, etc.)

MONITORING and REVIEW
- 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 Head of School will be informed of bullying concerns, as appropriate.
- The Safeguarding Governor will report on a regular basis to the governing body on incidents of bullying, including outcomes.

This policy was written in September 2022. It was drawn up in consultation with, and reflects the consensus of, the Head of School, members of the teaching staff, members of the Governing Body and the children. It will be reviewed in two years' time - or before, if it is felt appropriate.

APPENDIX
Useful links and supporting organisations

- 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

- The BIG Award: www.bullyinginterventiongroup.co.uk/index.php
- 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
- The Restorative Justice Council: www.restorativejustice.org.uk/restorative-practice-schools

Cyberbullying
- Childnet: www.childnet.com
- Internet Watch Foundation: www.iwf.org.uk
- Think U Know: www.thinkuknow.co.uk
- UK Safer Internet Centre: www.saferinternet.org.uk
- The UK Council for Child Internet Safety (UKCCIS) www.gov.uk/government/groups/uk-council-for-child-internet-safety-ukccis
- 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

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.srtrc.org/educational

LGBT
- Barnardo's LGBT 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
- Ending Violence Against Women and Girls (EVAW) www.endviolenceagainstwomen.org.uk
  - A Guide for Schools: www.endviolenceagainstwomen.org.uk/data/files/resources/71/EVAW-Coalition-Schools-Guide.pdf

- 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-gender-related/preventing-and-responding-sexual
- Anti-bullying Alliance: advice for school staff and professionals about developing effective anti-bullying practice in relation to sexual bullying: www.anti-bullyingalliance.org.uk/tools-information/all-about-bullying/sexual-and-gender-related