



# Anti-bullying Policy

2022-25

A handwritten signature in black ink, appearing to be "A. Hill", is written above a horizontal line.

CEO SIGNATURE

n/a – operational (non-statutory)

CHAIR OF TRUST BOARD SIGNATURE

27.6.22

DATE

Summer 2025

NEXT REVIEW DATE



## Contents

Aims .....	3
Definitions of Bullying .....	3
Training .....	3
How the policy is shared .....	3
Statutory duty of schools .....	4
Implementation .....	4
Schools .....	4
Pupils .....	4
Monitoring, evaluation and review .....	5
Appendix 1 - Bullying Incident Report Form .....	6



## **Aims**

The aim of the anti-bullying policy is to ensure that pupils learn in a supportive, caring and safe environment without fear of being bullied. Bullying is anti-social behaviour and affects everyone; it is unacceptable and will not be tolerated. Only when all issues are addressed will pupils be able to benefit from the opportunities available at school.

## **Definitions of Bullying**

For the purpose of this policy, “bullying” is defined as persistent behaviour by an individual or group with the intention of verbally, physically, or emotionally harming another person or group. Bullying is generally characterised by:

- Emotional- being unfriendly, excluding, tormenting (e.g. hiding books, threatening gestures)
- Physical- pushing, kicking, hitting, punching or any use of violence
- Racist- racial taunts, graffiti, gestures
- Sexual- unwanted physical contact or sexually abusive comments
- Homophobic- because of, or focusing on the issue of sexuality
- Verbal- name calling, sarcasm, spreading rumours, teasing
- Cyber- all areas of internet, such as email & internet chat room misuse, mobile threats by text messaging and calls, misuse of associated technology i.e. camera and video facilities

## **Training**

Issues are responded to in relation to the school’s CPD policy. The school utilises opportunities provided through the area team. This has included training for staff, children and midday supervisors.

## **How the policy is shared**

The policy is shared with the Trust Board, Local Governing Board for each school in the Trust, and all staff. Issues arising from it are also shared with children. The policy is also available to parents on request.

Pupils who are being bullied may show changes in behaviour, such as becoming shy and nervous, feigning illness, taking unusual absences or clinging to adults. There may be evidence of changes in work patterns, lacking concentration or truanting from school. Pupils must be encouraged to report bullying in schools.



Schools' teaching and support staff must be alert to signs of bullying and act promptly and firmly against it in accordance with school policy.

### **Statutory duty of schools**

Headteachers have a legal duty under the School Standards and Framework Act 1998 to draw up procedures to prevent bullying among pupils and to bring these procedures to the attention of staff, parents and pupils. At St Bartholomew's CE Multi Academy Trust, this is actioned at Trust level by the CEO.

### **Implementation**

#### **Schools**

The following steps may be taken when dealing with incidents of bullying:

- If bullying is suspected or reported, the incident will be dealt with immediately by the member of staff who has been approached
- A clear account of the incident will be recorded using the agreed school's reporting procedure and given to the Headteacher/Head of School (an example of this is included in Appendix 1 but schools will have their own agreed procedures)
- The Headteacher/Head of School (or nominated officer) will interview all concerned and will record the incident in line with the school's agreed procedures
- Teachers will be kept informed and if bullying persists will advise other teaching and support staff
- Parents will be kept informed
- Punitive measures may be used as appropriate and in consultation with all parties concerned

#### **Pupils**

Pupils who have been bullied will be supported by:

- Offering an immediate opportunity to discuss the experience with a member of staff of their choice
- Reassuring the pupil
- Offering continuous support
- Restoring self-esteem and confidence

Pupils who have bullied will be helped by:



- Discussing what happened
- Discovering why the pupil became involved
- Establishing the wrong doing and need to change
- Informing parents or guardians to help change the attitude of the pupil

The following disciplinary steps can be taken:

- Official warnings to cease offending
- Supervised detention during the school day
- Exclusion from certain aspects of school life
- Internal exclusion
- Fixed term exclusion
- Permanent exclusion

Within the curriculum the school will raise the awareness of bullying through PSHE, worship, special friendship weeks, distribution of bullying information booklets to all parents and subject areas, as appropriate, in an attempt to eradicate such behaviour.

### **Monitoring, evaluation and review**

The Trust will review this policy every three years and assess its implementation and effectiveness. The policy will be promoted and implemented throughout each school in the Trust.



**Appendix 1 - Bullying Incident Report Form**

Date of Incident

Time of Incident

**Nature/Type of Incident (Please Tick)**

Isolation/Being Ignored or Left Out	<input type="checkbox"/>	Personal possessions taken / damaged	<input type="checkbox"/>
Physical	<input type="checkbox"/>	Written	<input type="checkbox"/>
Verbal Ridicule(Name-Calling, Taunting, Mocking)	<input type="checkbox"/>	Spreading Rumours	<input type="checkbox"/>
Cyber (Email, Internet, Text)	<input type="checkbox"/>	Other (please specify)	<input type="checkbox"/>

**Details of Young People involved**

	Names	Year Group	Gender	Ethnic Origin Code	Role*
1					
2					
3					
4					
5					
6					

\*Role: **V** Victim      **P** Perpetrator      **A** Associate      **B** Bystander

**Location of Incident (Please Tick)**

Classroom	<input type="checkbox"/>	School Bus	<input type="checkbox"/>
Playground/Yard	<input type="checkbox"/>	Outside/Around School Gates	<input type="checkbox"/>
Corridor	<input type="checkbox"/>	To/From School	<input type="checkbox"/>
Toilet	<input type="checkbox"/>		

Repeat offence Yes/No

**If you feel the incident was motivated by any of the following please tick:**

Appearance	<input type="checkbox"/>	Race/Ethnic Origin	<input type="checkbox"/>
Disability/SEN	<input type="checkbox"/>	Sexual Orientation	<input type="checkbox"/>
Gender/sexism	<input type="checkbox"/>	Home circumstances, including LAC	<input type="checkbox"/>
Religion	<input type="checkbox"/>		



<b>Brief summary of Incident</b>

<b>Action Taken</b>
Generally
With Individuals (as noted on page 1)
1.
2.
3.
4.
5.

In "Action Taken", please include any exclusions, parental involvement, or involvement with external agencies.

Form completed by:	Date:
--------------------	-------