



St Mary's Hampton

Church of England Primary School

ANTI-BULLYING POLICY

Review Frequency: Annual
Next Review: Spring 2026

Executive Summary (spring 2025 review)

The policy reflects the school's approach; no changes were made.

VISION STATEMENT

At St Mary's we aim to provide a caring environment in which children can flourish socially, academically and spiritually to enable them to be the best that they can be. We support our children to develop a moral code, which fosters a sense of responsibility for themselves and others. Behaviour and safety, including anti-bullying, forms an important part of our school improvement plan. Parents and pupils are regularly consulted over their views on anti-bullying through the school council and parent questionnaires

AIMS

We acknowledge that, while bullying may occur from time to time, it is our aim to ensure that;

- As far as possible we minimise all forms of bullying
- All children and adults within our school have a common understanding of what bullying is
- All allegations are taken seriously and investigated thoroughly
- We communicate clearly to children and parents the school's strong response
- Children, parents and staff will be encouraged to talk openly about any issues.

ROLES AND RESPONSIBILITIES

The Head Teacher has overall accountability for the policy and its implementation, as well as liaising with the governing board, parents/carers, LA and outside agencies. The Head Teacher is also responsible for appointing an Anti-bullying coordinator who will have day-to-day responsibility for handling the implementation of this policy.

The Anti-bullying Coordinator in our school is the Head Teacher.

The responsibilities of the anti-bullying co-ordinator are:

- Developing and reviewing the policy in consultation with pupils, staff, governors, parents/carers and relevant local agencies
- Implementing the policy and monitoring and assessing its effectiveness in practice
- Ensuring evaluation takes place and that this informs policy review
- Managing bullying incidents, including off-site incidents of cyber-bullying
- Managing the reporting and recording of bullying incidents
- Assessing and coordinating training and support for staff and parents/carers where appropriate
- Coordinating strategies for preventing bullying behaviour

The nominated governor with the responsibility for Anti-bullying (Behaviour) is Timothy Stephens.

All staff at this school have a responsibility to model respectful behaviours both towards pupils and towards other adults.

WHAT IS BULLYING?

Bullying is typically a purposeful and repeated action conducted by an individual or a group and directed against an individual. Bullying differs to teasing and falling out as there is a deliberate and persistent intent to hurt or humiliate, as well as an imbalance of power that makes it hard for the victim to defend themselves. Bullying can take place between children, between children and staff and between staff.

Children will often experience fall-outs, disputes and conflicts. It is important to recognize the difference between these and incidents of deliberate, purposeful and continued unkindness, which constitute bullying. Staff will work with pupils who have experienced fall-outs in order to facilitate the restoration of the friendships and relationships involved. In the first incidence, the class teacher will set aside time to talk to the children suffering a dispute or fall-out and will feed back subsequent actions to the parents concerned.

Bullying can take many forms which can include:

- Physical bullying e.g. hitting, kicking, grabbing an individual, taking or hiding property
- Non-physical bullying e.g. name calling, use of threatening or provocative language, excluding an individual from play, refusing to talk to or even acknowledge an individual
- Bullying related to race, religion, culture, special educational needs or disability, appearance, health or sexual orientation.
- Bullying outside of the school grounds (eg. journey to and from school)
- Cyberbullying – please see appendix 2
- Additionally, the role of the ‘bystander’ is emphasised at our school. Watching incidences of bullying without taking appropriate action to help the victim is just as unacceptable as bullying itself.
- The Equality Act 2010 states that schools and colleges must not unlawfully discriminate against pupils because of their sex, race, disability, religion or belief, gender reassignment, pregnancy and maternity or sexual orientation (called protected characteristics). Therefore, we can take positive action to deal with disadvantages affecting our pupils with protected characteristics to make sure their needs are met, specifically through the process outlined in this policy. The Equality Act 2010: advice for schools advises us further.

STRATEGIES FOR PREVENTING BULLYING

At St Mary's we aim to nurture a positive and accepting community to prevent the incidence of bullying. We do this by:

- Encouraging the caring side of our children through collective worship, assemblies, our whole school study of our Christian values and our RE and PCSHE lessons.
- Ensuring appropriate levels of supervision before and after school and in the playground at playtimes and lunchtimes
- Promoting a co-operative ethos through drama, group activities and playtimes
- Giving children the opportunity to discuss friendship and feelings about how others treat us
- Positively discouraging bullying through class discussions, assemblies and in RE and PCSHE lessons
- Encouraging older children to look after the younger members of our school community
- Running Anti-Bullying week annually in November.
- Providing specific curriculum input on areas of concern such as Cyberbullying and internet safety
- Involving the school council
- Implementing peer mentoring schemes
- Sharing information with parents
- Providing training and development for all staff
- Providing counselling and/or Mediation schemes.

WORKING WITH PARENTS

Parents can play a valuable role in helping to prevent their child being bullied or becoming a bully. We ask parents to consider the following:

- Encouraging caring and co-operative behaviour at home
- Encouraging friendships with children out of school
- Encouraging children to be assertive in expressing their feelings with due consideration
- Helping children to see things from different points of view
- Talking at an early stage to children about any concerns or fears your child may have with the class teacher
- Discouraging children simply to 'hit back'
- Discussing possible strategies for different situations with your child and with the school

In each of the above circumstances (although the list is not exhaustive), the school will use the process outlined in this policy to deal with potential bullying.

Parents are asked not to take matters in to their own hands. Any suspected cases of bullying should be reported to the class teacher immediately.

PROCEDURE FOR DEALING WITH BULLYING

Initial incidents of extreme, unacceptable behaviour are dealt with as described in the Behaviour Policy. Such incidents will be recorded in the Incident Book by a senior member of staff.

If an allegation of bullying is made by a parent or child, the school will respond as follows:

- The class teacher will make initial enquiries. If the allegation is proven, the appropriate behaviour rules and sanctions will operate, in consultation with the anti-bullying coordinator
- There will be appropriate follow up for both the victim and the perpetrator
- If the behaviour is repeated, the class teacher will inform the anti-bullying coordinator, who will liaise with the parents of the child being bullied, as well as the parents of the bully. An agreed strategy for changing the behaviour and preventing future incidents will be worked out together.
- If parents are still concerned, they may speak to the anti-bullying coordinator, a Senior Leader or the Headteacher.

REPORTING AND RESPONDING TO BULLYING

Our school has clear and well-publicised systems to report bullying for the whole school community (including staff, parents/carers, children and young people). This includes those who are the victims of bullying or have witnessed bullying behaviour (bystanders).

REPORTING PROCEDURES FOR CHILDREN

Be firm and clear – look the individual in the eye and tell them to stop

Get away from the situation as quickly as possible

Tell an adult what has happened straight away

What should I do next?

- Tell a teacher or another adult in school
- Tell a family member
- If you are scared to tell a teacher or an adult on your own, ask a friend to go with you.
- Keep on speaking up until someone listens
- Don't blame yourself for what has happened

When you are talking about bullying with an adult, be clear about:

- What has happened to you
- How often it has happened
- Who was involved
- Who saw what was happening
- Where it happened
- What you have done about it already.

REPORTING PROCEDURES FOR PARENTS

- Calmly talk to your child about their experience
- Establish whether it was an isolated or an ongoing experience
- Make a note of what your child says – particularly who was said to be involved
- Reassure your child that they have done the right thing to tell you about the bullying

- Explain to your child that should any further incidents occur, they should report them to a teacher immediately
- Speak to your child's teacher informally
- If the matter is unresolved, make an appointment with your child's class teacher and explain in detail the problems your child has been experiencing
- In terms of cyber bullying, parents are at liberty to share screenshots, text messages, emails and other communications that might substantiate an allegation

Talking with Teachers about Bullying

- Try and stay calm; please be mindful that the class teacher may be unaware of the problems your child is experiencing or may have heard conflicting accounts of the situation
- Be as specific as possible about what your child says has happened. Give dates, places and names of other children involved if possible
- Make a note of the action the school has agreed to take
- Ask if there is anything you can do to help your child
- Stay in touch with the school; let them know if things improve as well as if the problem continues.

REPORTING PROCEDURES FOR BYSTANDERS

Speak up for the person being bullied

Tell a member of staff at school

What should you tell a member of staff?

- What has happened
- How often it has happened
- Who was involved
- Who saw what was happening
- Where it happened
- What have you done about it already?

REPORTING PROCEDURES FOR STAFF AND VISITORS

- Refer the matter to a member of staff who knows the child
- Calmly talk to the child about their experience
- Establish whether it was an isolated or an ongoing experience
- Make a note of what the child says – particularly who was said to be involved
- Reassure the child that they have done the right thing to tell you about the bullying
- Explain to the child that should any further incidents occur, they should continue to report them to a teacher immediately.

RESPONSE TO REPORTED INCIDENTS

All reported incidents will be taken seriously and investigated involving all parties.

The school will...

- Interview all parties
- Inform parents of all parties
- Use a range of responses appropriate to the situation, in line with school policy – a restorative approach, individual work with victim and perpetrator, referral to outside agencies if appropriate
- Inform all staff concerned with the children involved in the incident
- Refer to the behaviour policy and school sanctions and decide how these may be applied including what actions may be taken if bullying persists
- Follow up the bullying incident with the victim. Following the resolution of the incident a clear system of support will be established for the victim of the bullying. The well-being and happiness of the individual will be checked on a regular basis. The Anti-Bullying Coordinator will contact the parents of the victim 1 week and 4 weeks after the incident to evaluate the effectiveness of the support provided. The Lead Governor will contact the parents of the victim 3 months after the incident to evaluate the overall effectiveness of the support provided, parent satisfaction as to how the report was handled and to close the report.

RECORDING INCIDENTS OF BULLYING

Bullying incidents will be recorded by the anti-bullying coordinator, in consultation with the member of staff who deals with the incident in the bullying incidents log on the CPOMS online safeguarding system, for which all staff have a log in.

The information we hold will be used to ensure individual incidents are followed up. It will also be used to identify trends and inform preventative work in school and development of the policy. This information will be presented to the governors in termly pupil care committee meetings, in an anonymous format.

The policy will be reviewed and updated annually. The policy review will be linked to the School Improvement Plan, working towards a more inclusive and harmonious ethos across the school community. Should parents wish to complain about the handling of a bullying issue, they should do so in line with the school's complaints procedures.

REVIEW

The anti-bullying coordinator will bring to the attention of the Governors any significant incidents of bullying within the school.

The policy will be reviewed annually by the anti-bullying coordinator, in consultation with the co-headteachers, and presented to the Local Governing Committee.

LINKS WITH OTHER POLICIES

This policy should be read in conjunction with the following policies:

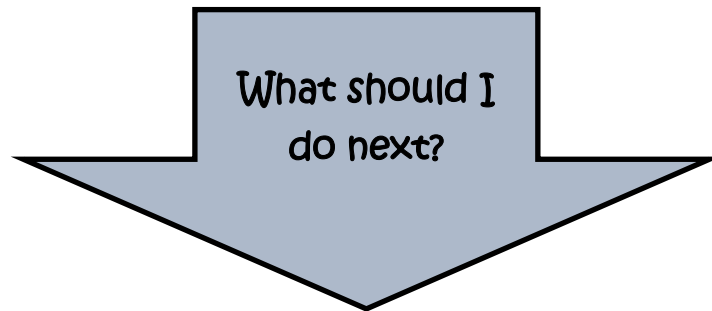
- Behaviour
- Safeguarding & Child Protection
- PSHE
- Equality.

Appendix 1: Children's anti-bullying flow-chart

What to do if you think you are being bullied...



Get away from the situation as quickly as possible



Talk to a trusted adult
and don't blame yourself for what has happened



What has happened, how often and who was
involved,
Where it happened and what you have
done about it

Appendix 2 - Cyberbullying

Cyberbullying involves harassing, embarrassing, or threatening a young person via cyberspace. It encompasses several different mediums, including the Web, e-mail, and mobile phone communication. Cyberbullying can take place in many ways. Some examples include posting unflattering comments or pictures of another person online, sending lewd text messages, or spamming a person with unsolicited e-mails. It may also involve teaming up on a specific person and posting defamatory comments on social networking sites like Facebook and Instagram.

It is highly likely that any incidents of cyber-bullying will take place outside of school time. If an incident of cyber-bullying involving ECS children is passed to us that has happened outside of school hours, we will follow it up and deal with it as outlined in this policy.

Research from the University of London identifies 7 categories of cyber bullying:

- **Text message bullying** involves sending unwelcome texts that are threatening or cause discomfort.
- **Picture/video-clip bullying** via mobile phone cameras is used to make the person being bullied feel threatened or embarrassed, with images usually sent to other people. 'Happy slapping' involves filming and sharing physical attacks.
- **Phone call bullying** via mobile phone uses silent calls or abusive messages. Sometimes the bullied person's phone is stolen and used to harass others, who then think the phone owner is responsible. As with all mobile phone bullying, the perpetrators often disguise their numbers, sometimes using someone else's phone to avoid being identified.
- **Email bullying** uses email to send bullying or threatening messages, often using a pseudonym for anonymity or using someone else's name to pin the blame on them.
- **Chat room bullying** involves sending menacing or upsetting responses to children or young people when they are in a web-based chat room.
- **Bullying through instant messaging (IM)** is an Internet-based form of bullying where children and young people are sent unpleasant messages as they conduct real-time conversations online (i.e. MSN, Bebo, etc.).
- **Bullying via websites** includes the use of defamatory blogs (web logs), personal websites and online personal polling sites. There has also been a significant increase in social networking sites for young people, which can provide new opportunities for cyberbullying.

What parents can do to prevent cyberbullying:

Don't wait for something to happen before you act. Make sure their child understands how to use these technologies safely and knows about the risks and consequences of misusing them.

Make sure they know what to do if they or someone they know are being cyberbullied.

Encourage their child to talk to you if they have any problems with cyberbullying. If they do have a problem, contact the school, the mobile network or the Internet Service Provider (ISP) to do something about it.

Parental control software can limit who your child sends emails to and who he or she receives them from. It can also block access to some chat rooms. Ensure you know your child's user name and password for their mobile device and social media sites so you can monitor what they post and what is sent to them

Moderated chat rooms are supervised by trained adults. Your ISP will tell you whether they provide moderated chat services.

Make it your business to know what your child is doing online and who your child's online friends are. Parents should have same monitoring and control procedures for mobile devices - it is not just the home pc that is used by the children at ECS - many have their own I pads and smart phones

Remind children to set their privacy settings to private on social media sites so they can control who has visibility to their profile (even though children should not have a profile on such sites as Instagram, snapchat until they are 14)

Parents should screen shot any inappropriate material or anything that concerns them that has been sent to or from their child's device

Block the person who is bullying your child

It is important that parents and carers ensure that their children are engaged in safe and responsible online behaviour. Some suggestions for parents to stay involved are:

Keep the computer in a public place in the house. Periodically check on what your child is doing. Discuss the kinds of Internet activities your child enjoys.

Be up front with your child that you will periodically investigate the files on the computer, the browser history files, and your child's public online activities.

Search for your child's name online, look at his or her profiles and postings on teen community sites, review web pages or blogs.

Tell your child that you may review his or her private communication activities if you have reason to believe you will find unsafe or irresponsible behaviour.

Watch out for secretive behaviour as you approach the computer, such as rapidly switching screens, and for attempts to hide online behaviour, such as an empty history file.

What can you do as a child?

Text/Video Messaging

Always inform a grown-up

You can turn off incoming messages for a couple of days.

If bullying persists you can change your phone number (ask your Mobile service provider).

Do not reply to abusive or worrying text or video messages - your Mobile service provider will have a number for you to ring or text to report phone bullying. Visit their website for details.

Email

Never reply to unpleasant or unwanted emails.

Don't accept emails or open files from people you do not know.

Web

If the bullying is done via school email or websites, tell a teacher or parent, just as you would if the bullying was face-to-face.

Chat Room & Instant Messaging

Never give out your name, address, phone number, school name or password online. It's a good idea to use a nickname. Do not give out photos of yourself either.

Do not accept emails or open files from people you do not know.

Remember it might not just be people your own age in a chat room.
Stick to public areas in chat rooms and get out if you feel uncomfortable.
Tell your parents or carers if you feel uncomfortable or worried about anything that happens in a chat room.
Think carefully about what you write - don't leave yourself open to bullying.

Responding to cyber bullying:

Your class teacher or the anti-bullying coordinator will talk to you the same day and will go through your statement if one has been made at home, or will take a statement.

The incident will be logged and the Anti-Bullying Coordinator and Head teacher, if they are not already dealing with the incident, will be informed.

An investigation will take place. This will usually involve the Anti-Bullying Coordinator or Head teacher

talking separately to the bully/bullies and to any witnesses.

Action will be taken. It is likely that school staff and others will use a 'restorative approach' because this has been found the most successful method of dealing with this type of bullying incident. If it seems appropriate, you and the bully may meet with your Head teacher or other designated member

of staff to discuss what has been happening and to agree a way forward.