Anti-Bullying Policy
Including our Early Years Foundation Stage provision

Authorised by	resolution of the Board of Governors
Date	Autumn 2010
Reviewed	Spring 2012
	Spring 2013
	Autumn 2013
	Autumn 2014
	Autumn 2015
	Autumn 2016
	Autumn 2018 (1-1-0)
	Autumn 2019 (1-1-1)
	Autumn 2019 (1-1-2)
	Autumn 2020 (1-1-3)
	Autumn 2021 (1-2-0)
	Autumn 2022 (1-2-1)
	Autumn 2023 (1-3-0)

This policy was written with reference to

- "Preventing and Tackling Bullying", DfE, July 2017
- The Early Years Foundation Stage Statutory Framework July 2023
- "Cyberbullying: Advice for Headteachers and School Staff", November 2014
- "Searching, screening and confiscation", DfE, July 2022
- "Teaching Online Safety in School", DfE, January 2023
- "Sharing nudes and semi-nudes: advice for education settings working with children and young people", DfE, December 2020
- "Keeping Children Safe in Education", DfE, September 2023

At St Gabriel's we aim to provide a secure and caring environment in which pupils can fulfil their true potential without fear. Pupils are very supportive of each other and form firm friendships. However, as a school we are not complacent and our views on bullying are made very clear. St Gabriel's believes that bullying behaviour adversely affects the safety and happiness of pupils and can lead to psychological damage and even suicide. Bullying causes low self-esteem and negative self-image; it is likely to affect concentration and levels of achievement in and out of the classroom. Consequently, both pupils and staff have a firm understanding of what we perceive bullying is and what to do about it. All forms of bullying (including cyberbullying, prejudice-based and discriminatory bullying), harassment, victimisation and discrimination are unacceptable at the School and any instances of bullying will be recorded and, where appropriate, will result in disciplinary action in

accordance with the Behaviour Policy or the Exclusion, Removal and Review Policy. A bullying incident will be treated as a Safeguarding issue where there is suffering or risk of significant harm to a pupil.

Parents and carers have an important role in working with the School in maintaining high standards of behaviour and consistent expectations of behaviour at school, online and at home, and it is expected that the School and parents will co-operate closely together. This policy is communicated to parents on our website and copies are available from the School Office on request. The policy is communicated to pupils and new staff as part of the Induction Process and to all staff as required on a regular basis.

This policy applies to all pupils in the School, including those in the Early Years Foundation Stage Nursery and applies to actions undertaken both inside, and outside of the School.

This policy should be read alongside the

School's Child Protection (Safeguarding) Policy and Safeguarding Guidance,
Behaviour Policy,
ICT Acceptable Use Policies for Pupils and Workers,
Exclusion, Removal and Review Policy
Special Educational Needs and Disability Policy Diversity and Equal Opportunities Policy
Complaints Procedure

If staff reasonably suspect that a pupil may be suffering, or is likely to suffer significant harm, they should follow the procedures set out in the School's Child Protection (Safeguarding) Policy and discuss their concerns with the School's Designated Safeguarding Lead (DSL) without delay.

Aims

- To ensure that the unacceptable nature of bullying, cyberbullying, harassment, victimisation and discrimination of pupils or staff and the consequences of such actions are made clear to the whole community, including parents through this and other associated policies on the School's website.

- To ensure there is a clear procedure for staff, pupils & parents to follow once an incident perceived as bullying, including cyber-bullying, prejudice-based and discriminatory-based bullying and bullying outside school has been reported.

Definitions and the School's response to bullying

Bullying is behaviour by an individual or group, usually repeated over time, that intentionally hurts another individual or group either physically or emotionally. This behaviour makes other people feel uncomfortable or threatened.

Put another way, bullying is the intentional hurting, harming, or humiliating of another person. It may take many forms, including physical (including any threat of or use of violence of any kind), sexual (including the sharing of nudes/semi-nudes), verbal (including cyberbullying via text messages, email, social media, gaming, or other instant messages, and can include the use of images and video), and/or emotional (including by excluding, being sarcastic, name-calling, tormenting or spreading malicious rumours). It can involve manipulating a third party to tease or torment someone, or actions that fall short of direct participation, where someone encourages others to bully, or joins in with laughing at a victim. Bullying is often hidden and subtle. It can also be overt and intimidating, and often involves an imbalance of power between the perpetrator(s) and the victim(s) whether that be a physical, psychological (knowing what upsets someone), or intellectual imbalance, or by the perpetrator(s) having access to the support of a group, or the capacity to socially isolate the victim(s).

Bullying can sometimes amount to child-on-child abuse, which is defined as abuse by one or more pupils against another pupil. It can be standalone or as part of wider abuse and can happen both inside and outside of school, and online. Further information about child-on-child abuse, including the procedures to follow when an incident on child-on-child abuse is reported can be found in the School's Child Protection (Safeguarding) policy.

Bullying is often motivated by prejudice against particular groups and may involve actions or comments regarding protected characteristics including a person's race, religion, sex, gender, sexual orientation, special education needs or disabilities (SEND) or certain health conditions, or because of a child's familial circumstances, such as they are adopted, in care or that they have caring responsibilities. Bullying may be motivated by actual differences between children, or perceived differences. For example, bullying can still be homophobic if directed towards a child that is perceived to be gay, whether or not this is the case. The school will be alert to practices, behaviours and interactions which may create or allow a hostile environment for pupils with protected characteristics and will intervene through appropriate action, such as disciplinary and/or educative action as the situation requires, with a view to creating a positive, inclusive culture in which every pupil can feel valued and flourish.

Bullying can happen anywhere and at any time and can involve anyone - pupils, other young people, staff, and parents.

At the School, we always treat bullying very seriously. It conflicts sharply with the School's social and moral principles, and potentially with its policy on equal opportunities for pupils, and will not be tolerated. When incidents of bullying do occur, they are dealt with quickly and taken seriously. The School will never dismiss or downplay bullying as "banter" or "just having a laugh" or "part of growing up". All reported incidents of bullying will be dealt with by staff in accordance with this policy. Staff will reassure any victim(s) that they are being taken seriously and that they will be supported and kept safe.

The School understands that bullying can be so serious that it may cause physical, emotional, and psychological damage, such as eating disorders, self-harm and even suicide. Stopping violence and ensuring the immediate physical safety of pupils is the School's first priority, however, the School acknowledges that emotional bullying can be just as or more damaging than physical bullying, and therefore staff will use their discretion when dealing with an incident of bullying within the parameters of this policy and the Behaviour Policy. Whilst bullying itself is not a specific criminal offence, there are criminal laws which apply to harassment, sexual violence and assault, sexting, the sharing of nudes/semi-nudes (in certain circumstances), upskirting and to violent and threatening behaviour. No one deserves to be a victim of bullying: everybody has the right to be treated with respect.

The School recognises that children with SEND or certain health conditions can face additional safeguarding challenges and may be more prone to child-on-child group isolation or bullying (including prejudice-based bullying) than other children. The School also recognises that certain children may face additional barriers to reporting an incident because of their vulnerability, disability, sex, ethnicity and/or sexual orientation.

Pupils who are victims of bullying will always be supported and will be reassured that they will be kept safe. Pupils who have engaged in bullying behaviour will be subject to appropriate disciplinary sanction and will also, where possible, be supported in learning different ways of behaving and offered support for their own circumstances, where appropriate.

Bullying which occurs on school trips, online, or outside of the School's premises will not be tolerated any more than bullying on School premises. Where appropriate, the School will discipline pupils for misbehaviour online, outside school premises and outside school hours.

Signs of Bullying

Changes in behaviour that may indicate that a pupil is being bullied include:

- Unwillingness to return to school;
- Displays of excessive anxiety, becoming withdrawn or unusually quiet;
- Failure to produce work, or producing unusually poor work, or work that appears to have been copied, interfered with or spoilt by others;
- Books, bags, money and other belongings suddenly go "missing", or are damaged;
- Change to established habits (e.g. giving up music lessons, change to accent or vocabulary);
- Diminished levels of self-confidence;
- Frequent visits to the School Nurse with symptoms which may relate to stress or anxiety, such as stomach pains or headaches;
- Unexplained cuts and bruises;
- Frequent absence, erratic attendance or late arrival to class;
- Choosing the company of adults rather than peers;
- Displaying repressed body language and poor eye contact;
- Difficulty in sleeping or experiencing nightmares; or
- Talking of suicide or running away from home or school.

Although there may be other causes of some of the above symptoms, a repetition or combination of these possible signs of bullying should be investigated by parents and teachers and reported/ recorded, as appropriate, in accordance with this policy.

Preventative Measures

We take the following preventative measures in order to create an environment that aims to prevent bullying from becoming a problem at the School.

Pupils

- The School promotes an ethos of good behaviour where pupils treat each other with respect at all times, inside and outside of School;
- All new pupils are made aware of the School's expected standards of behaviour. They are told what to do if they encounter bullying. We guarantee that those who report bullying in good faith will be supported;
- We use appropriate assemblies to explain the School's policy on bullying. Our PSHE programme is structured to give pupils an awareness of their social and moral responsibilities as they progress through the School. The programme reinforces messages about community involvement and taking care of each other. It focuses on the importance of equality and diversity and pupils are encouraged to avoid prejudicial and exclusionary language. Age appropriate information is provided about online dangers such as grooming, accessing internet sites containing violent or adult content and inappropriate sharing of personal information and photographs;
- Other lessons develop social skills and by teaching moral and spiritual values show that bullying is unacceptable;
- All of our pupils are encouraged to tell any member of staff at once if they are being bullied, or if they know or suspect that bullying is taking place;
- The school planners give advice on where pupils can seek help, including details of confidential help lines and websites where they can connect with external help and advice;
- We provide training to our pupils in leadership positions which specifically covers the importance of offering support and assistance to younger and to vulnerable pupils; and
- The School does not tolerate peer-group "initiation ceremonies" or hazing rituals designed to cause pain, anxiety or humiliation to pupils, and all staff remain alert to such actions.

Pupils will:
- always be aware that it is a pupil's **perception** of an action towards them that is important
- always be aware of the behaviour the School feels is unacceptable and will not be tolerated
- always be encouraged to be vigilant amongst themselves for signs that a pupil may **perceive** they are being bullied.
- always feel their fears are being taken seriously by a member of staff

Staff

- Upon induction, all new members of staff are given training and guidance on the School's anti-bullying policy and on how to react to, and record allegations of bullying at the School. The School will ensure that all School staff understand the principles of the School's policy, the School's legal responsibilities, actions to be taken to resolve and prevent incidents of bullying from arising or escalating and also details of sources of further support;
- The School recognises that certain children may be more at risk of bullying than others and may require additional support when dealing with an incident of bullying, for example children with SEND and LGBTQ+ pupils. The School will ensure that staff receive appropriate training to be able to understand the specific needs of our pupils, and to enable all staff to provide an inclusive environment for all pupils;
- All reported incidents are recorded and investigated at once. We always monitor reported incidents. Records of any incidents are kept securely or in the Safeguarding records held by the Deputy Head (Pastoral) in order that patterns of behaviour can be identified and monitored;
- We have a strong and experienced pastoral team of Form Teachers and Tutors, Heads of School, Deputy Head (Pastoral) and the Vice-Principal who are trained in handling any incidents as an immediate priority, and who are alert to possible signs of bullying;
- Our pastoral team gives support and guidance to other staff on handling and reporting incidents, and on the follow-up work with both victims and bullies.
- Our trained School Counsellor is an important part of our pastoral support service, providing specialist skills of assessment and counselling. They are available to give confidential advice and counselling support to pupils who can refer themselves when they have social, emotional or behavioural concerns. On occasion, a member of our pastoral team may refer a pupil as appropriate;
- Staff are on duty at times when pupils are not in class and patrol the School site at break and lunchtimes. They are alert to inappropriate language or behaviour at all times;
- The School has the right, and duty, to investigate incidents of bullying involving our pupils which take place outside School hours, on School visits and trips, or that otherwise occur outside of School. The School has the right to take disciplinary measures in respect of such incidents. Disciplinary measures will be taken in accordance with the School's Behaviour Policy and will be applied in a fair, consistent and reasonable manner, taking into account the needs of SEND and vulnerable pupils; and
- Staff will always consider the motive behind bullying behaviour and whether it raises any concerns for the welfare of the perpetrator. **If staff reasonably suspect that a pupil may be suffering, or is likely to suffer significant harm, they should follow the procedures set out in the School's Child Protection (Safeguarding) Policy and discuss their concerns with the School's Designated Safeguarding Lead (DSL) without delay.**

Parents

- This policy is readily available on the School's website so that parents and carers are clear on the School's approach to bullying and what to do if their child experiences bullying;
- We encourage close contact between the Pastoral team and parents and carers, and will always make contact if we are worried about a pupil's well-being;
- If parents know or suspect that their child, or another pupil, is being bullied, they should contact the School without delay. All concerns will be taken seriously; and

- We welcome feedback from parents and guardians on the effectiveness of our preventative measures and all other aspects and implementation of this anti-bullying policy.

PROCEDURES FOR DEALING WITH REPORTED BULLYING

The School ensures that all instances of bullying and cyber-bullying, both on and away from School premises are easy to report and that they are recorded properly when reported. Records of instances of bullying and allegations of bullying will be kept on the Head of School's files, including single instances of behaviour that show the characteristics of bullying. Records will also be kept on files relating to safeguarding where appropriate in order to enable the School to identify patterns of behaviour and to evaluate the effectiveness of this anti-bullying policy. We will work in partnership with other schools and organisations if the need arises.

Staff should be aware of the content of the School's Child Protection (Safeguarding) Policy & Safeguarding Guidance as regards child on child abuse, including how and when to report concerns. **Where an issue of pupil behaviour or bullying gives 'reasonable cause to suspect that a child is suffering, or is likely to suffer, significant harm', staff should treat the incident as a child protection concern and immediately report their concerns to the Designated Safeguarding Lead, or outside agencies if necessary.**

The School recognises that pupils are likely to report bullying to someone they trust: this could be any member of staff. The School also recognises that children may not find it easy to tell staff about bullying verbally and that instead they may show signs or act in ways they hope adults will notice and react to. It is also recognised that an incident may come to a member of staff's attention through a report of a friend, or by overhearing conversations. All staff will be trained in handling an allegation and will be aware that they must listen to the pupil, not ask leading questions and make a written record of the allegation to the best of their ability.

The School also recognises that a first disclosure to a trusted adult may only be the first incident reported. It is not necessarily representative of a singular incident. Staff will take all reports seriously regardless of how long it has taken for the child to come forward. Staff will act immediately and will support the victim(s) when they raise a concern.

If an incident of bullying is reported, the following procedure will be adopted if the incident is not reported to the Designated Safeguarding Lead:

- The member of staff to whom the incident was reported, or who first discovers the situation, will reassure and support the pupils involved, without promising absolute confidentiality;
- This person will inform an appropriate member of the School's pastoral team about the bullying allegation as soon as possible;
- Where an issue of pupil behaviour or bullying gives 'reasonable cause to suspect that a child is suffering, or is likely to suffer, significant harm', staff should follow the procedures set out in the School's Child Protection and Safeguarding Policy rather than the procedure set out below
- The Pastoral team will speak to the pupils involved individually and make appropriate records. Pupils may be asked to write an account of events.
- Where a member of staff considers that the reported bullying behaviour may be criminal, or considers that there may be a risk of harm to someone, the Principal will be notified, and the matter will be reported to the Police without delay, if considered necessary. The School will then follow the procedures set out in the Child Protection and Safeguarding Policy as well as any guidance from the Police;
- The staff member will record the incident in writing including signing and dating. It should then be given to the Deputy Head (Pastoral) or Head of Junior School who are responsible for securely storing all records of bullying and other serious disciplinary offences.
- A member of the Pastoral or Leadership teams will speak the pupil who carried out the bullying behaviour and it will be made clear why their behaviour was inappropriate and caused distress. They will be offered guidance on modifying their behaviour and sanctions as detailed in the Behaviour

Policy may be used. In keeping with St Gabriel's nurturing ethos, exclusion as a response to bullying is used sparingly and always as a very last resort. We may ask pupils to take some time to reflect on their behaviour. Exclusion (either temporary or permanent) may well be necessary in cases of severe and persistent bullying. The Exclusion, Removal and Review Policy gives details of the procedures involved.

- The parents or carers of all parties will be informed and may be invited into School to discuss the matter, and the appropriate sanctions. The parents' support will be sought in respect of preventative measures, and any concerns of either party will be addressed;
- A way forward, including where appropriate disciplinary sanctions and support, should be determined, and where possible agreed with all parties. This should recognise that suitable support may be needed by the pupils who are being bullied, and also by the pupils who bully others, as well as dealing with disciplinary measures in accordance with the School's Behaviour Policy.
- A monitoring and review strategy will be put in place and put on record. Reported incidents of bullying and how they were resolved will be monitored very closely and recorded in the Bullying Log, which is kept by the Heads of School. Attention will be given to Who; Where; When; What; the action taken; and 'follow up'. The School will use this to evaluate the success/effectiveness of actions taken and the anti-bullying policy as a whole. Monitoring by the Heads of School and Deputy Head (Pastoral) of such incidents also enables patterns to be identified, both in relation to individual pupils and across the School as a whole.
- In very serious cases, and only after the Principal has been involved, it may be necessary to make a report to the Police, the DSL or to Children's Services.

Procedures for Pupils

If you think you are being bullied, or you know that someone else is, **please tell us straight away** so that we can help.
Tell

- Any member of staff
- Your Tutor or class teacher
- Peer Mentor
- The Counsellor
- Your Parents

Be clear about exactly what happened
Keep and/or save written evidence, messages, photographs, videos, texts or emails
All incidents will be taken seriously, and staff will act promptly to help.

Procedures for Parents

- Your child has the right to be safe and happy at St Gabriel's, and to be protected when they are feeling vulnerable.
- Parents are perhaps our most powerful allies - as you are often the first to be told if a problem exists.

If you think your child may be being bullied, or tells you that they are, please let us know *straight away* regardless of whether you have been asked "not to tell anyone".

Keep &/or save written evidence, messages, photographs, texts or emails.

You may wish to contact your child's Head of School in the first instance or your child's tutor or class teacher. Alternatively, you may wish to contact the Deputy Head (Pastoral) or the Head of Junior School, Vice-Principal or Principal straight away.

Please be reassured we will take all incidents seriously and we will act immediately and sensitively.

CYBER-BULLYING

The way in which pupils relate to one another online can have a significant impact on the culture at school. Negative interactions online can damage the school's culture and can lead to School feeling like an unsafe place. The School makes it clear to pupils that the same standards of behaviour are expected online as apply offline, and that everyone should be treated with kindness, respect and dignity.

Cyber-bullying can be defined as "*the use of information and communication technologies to support deliberate, repeated, and hostile behaviour by an individual or group that is intended to harm others*" (Belsey, http://www.cyber-bullying.org/). It is an aggressive, intentional act often carried out repeatedly over time, and often against a victim who cannot easily defend themselves. The School acknowledges that cyber-bullying may take place inside School, outside of School and at any time of the day.

Cyber-bullying could involve communications by various electronic media, including for example:

- Texts, instant messages or calls on mobile phones;
- The use of mobile phone camera images to cause distress, fear or humiliation;
- Posting threatening, abusive, sexual, discriminatory, offensive or humiliating material or comments on websites (including blogs, personal websites and social networking sites such as Facebook, Instagram, X (formerly known as Twitter) TikTok, YouTube or gaming platforms);
- Using e-mail to message others in a threatening or abusive manner; or
- Hijacking/ cloning e-mail accounts.

The School acknowledges that cyberbullying may take many different forms including: cyberstalking, exclusion or peer rejection, impersonation, unauthorised publication of private information or images, encouraging derogative comments on online platforms, sharing nudes/semi-nudes, upskirting, and sexting.

The School has a role to play in teaching pupils about the underpinning knowledge and behaviours that can help them to navigate the online world safely and confidently regardless of the device, platform or app. In taking this forward, the School has regard to the DfE's non-statutory guidance on *Teaching online safety in school* (updated January 2023).

Prevention of cyber-bullying

For the prevention of cyber-bullying, in addition to the measures described above, the School:

- Expects all pupils to adhere to its Acceptable ICT Use for Pupils. This policy includes the Internet Use and Messaging Systems Policies. Certain sites are blocked by our filtering system and our IT Department monitors pupils' use;
- Expects all pupils to adhere to the provisions of the Remote Learning agreements for pupils and parents, when learning is taking place remotely.
- May impose disciplinary sanctions for the misuse, or attempted misuse, of the internet;
- Issues all pupils with their own personal School email address.
- Offers guidance on the safe use of social networking sites and cyber-bullying in PSHE lessons, which covers blocking, removing contacts from "friend" lists and sharing their personal data;
- Ensures its pupils are aware of the various forms in which cyber-bullying can take place, that it can have severe and distressing consequences, and that participation in cyber-bullying will not be tolerated;
- Offers guidance on keeping names, addresses, passwords, mobile phone numbers and other personal details private and secure;
- Does not allow the use of mobile phones during normal school hours for all years other than year 11. Does not allow the use of cameras/ mobile phone cameras in toilets, washing and changing areas.

Procedures for dealing with cyber-bullying

The School will follow the procedures set out in this policy, and the Child Protection and Safeguarding Policy guidance for child-on-child abuse, for incidents of cyber-bullying, taking such disciplinary action that is considered reasonable in the circumstances, with a view to regulating pupil conduct and protecting the reputation of the School, and the welfare of its pupils.

Although cyberbullying is not a specific criminal offence, there are however criminal laws that may apply to communications of a harassing or threatening manner or the unauthorised publication of private images, upskirting, sharing nudes/semi-nudes, and sexting. Where the School considers that a reported incident of cyberbullying may amount to a criminal offence, it will inform the Police.

Electronic devices

In response to an allegation of cyber-bullying, certain staff are permitted to conduct a search for electronic devices, such as a pupil's mobile phone, with the authority of the Principal. A search will follow the advice contained in the *Searching, Screening and Confiscation Advice Document from the DfE (July 2022)*. Staff do not require the consent of the pupil, or their parents to undertake a search, provided they have reasonable grounds for suspecting that the pupil is in possession of a prohibited item, or an item that has been, or is likely to be, used to commit an offence, or to cause personal injury to any person (including the pupil being searched), or cause damage to property, and provided they have the Principal's prior consent to undertake a search.

The search will be conducted in accordance with the procedure set out in the Behaviour Policy.

Where a search finds an electronic device that is prohibited by the School rules, or where the member of staff undertaking the search reasonably suspects that the electronic device has been, or is likely to be, used to commit an offence or cause personal injury or damage to property, the School may examine any data or files on the device, where there is good reason to do so, for example, where there has been an allegation of cyber-bullying. Parental consent to search through electronic devices is not required but they will be informed after the event unless doing so presents a further risk to any child.

The School may also erase any data or files from the device if the School considers there to be good reason to do so, unless there are reasonable grounds to suspect that the device may contain evidence in relation to a criminal offence, where the files should not be deleted and the device must be given to the Police without delay.

If, following a search, the member of staff determines that the device does not contain any evidence in relation to an offence, or are advised by the Police following a report to them that they will not take any further action to investigate an alleged offence, the School can decide whether it is appropriate to delete any files or data from the device, and may retain the device as evidence of a breach of this policy and the Behaviour Policy. The School may then take steps to impose a sanction on the pupil in accordance with the Behaviour Policy, where appropriate. In the event that the search highlights a safeguarding concern in respect of any pupil, the School will follow the procedures set out in the School's Child Protection (Safeguarding) Policy & Safeguarding Guidance.

School staff can confiscate, retain or dispose of a pupil's property as a disciplinary penalty. The law protects staff from liability in any proceedings brought against them for any loss or damage to items they have confiscated, provided they acted lawfully. Staff will always consider whether confiscation is proportionate and consider any relevant special circumstances.

The School will keep a record of all searches carried out, including the results of any search, and the actions taken following that search.

The Nursery

Even the School's youngest children are encouraged to behave towards each other with kindness and consideration. They are encouraged to learn to look after their own possessions and to respect others' possessions. We expect them to be honest, helpful and polite, and to work hard and to listen to others. They should respect everyone and learn to value differences and diversity. Katie Noonan the Nursery Manager, is in charge of the management of behaviour in the nursery.

We explain to our nursery children why some forms of behaviour are unacceptable and hurtful to others. We rarely need to impose sanctions but sometimes we may remove a privilege for hurtful behaviour. Occasionally, a child may be sent to see Katie Noonan, who will explain the inappropriateness of a particular action and introduce a more appropriate action; but such instances are rare. Parents are always informed when any sanction or reproof is needed towards their child, and in cases of repeated instances of hurtful or inappropriate behaviour, parents will be invited into the School to discuss the situation with nursery staff, to agree a joint way of handling the difficulty.

Complaints Procedure
Parents and pupils are encouraged to use our Complaints Procedure (which is published on our website) if they feel that any concerns about bullying (or anything else) are not being addressed. Parents of nursery pupils should be aware that they have the right to refer a complaint directly to Ofsted, if they are unhappy with the way in which their complaint has been handled (the Complaints Procedure explains how to complain to Ofsted).

Review

This Policy will be reviewed at least annually by the Executive and Governors to assess its effectiveness, and will be updated as necessary. Pupils' views on the effectiveness of the arrangements are sought regularly and the effectiveness of the policy is reviewed taking into consideration behaviour patterns and records. In undertaking the review, the Executive will take into account the results of the monitoring as set out above, as well as any changes in legislation and/or statutory guidance and other relevant information gathered (such as through a pupil survey).

This policy focuses mainly on the bullying of pupils by pupils or child on child abuse, although it is recognised that a staff member could be a victim and on occasion may be perceived to be guilty of bullying. The Child Protection (Safeguarding) Policy & Safeguarding Guidance details procedures that must be followed if a member of staff is suspected of abuse against a pupil. Staff members who are concerned about being bullied or harassed should contact a member of the Executive.

Change History

Date	Version	Changes
Autumn 2018	1-1-0	Legislation updated to include KCSIE, WT and Preventing and Tacking Bullying 2018 Current Policies and procedures quoted. Appendix on Cyberbullying added
Autumn 2019	1-1-1	Legislation updated to KCSIE 2019 Reference to *Teaching online safety in school* (updated June 2019) and *Searching, Screening and Confiscation Advice Document from the DfE (Jan 2018)* included. Further detail added to Cyberbullying section, including reference to upskirting. Annex A incorporated into main body of policy. Further paragraph added for Sandleford pupils
Autumn 2019	1-1-2	Appendix from Emotional Health Academy added
Autumn 2020	1-1-3	Updated for KCSIE 2020 and ISI commentary Sept 2020 Introductory paragraph refers to bullying, harassment, victimisation, and discrimination. Added- school will not allow hostile environment to protected characteristics. Added- reference and adherence to Remote Learning agreements Added – school can record single incidents of behaviour that appear to be bullying in nature Added Bullying Log should record incidents that seem to be based on protected characteristics
Autumn 2021	1-2-0	Rewritten for KCSIE 2021 Definition of bullying includes nudes and semi nude photos. Peer on peer abuse included in definition paragraph Clarification that the remit of this policy includes school trips, times and locations outside of school.
Autumn 2022	1-2-1	Legislation updated for 2022 – KCSIE and "Searching, Screening and Confiscation" Child on child replaces peer on peer abuse Sandleford replaced by Nursery

Autumn 2023	1-3-0	Legislation updated for 2023 – KCSIE, EYFS framework, Teaching Online Safety
		Addition of Deputy Head (Pastoral) to policy
		Clarification that criminal activity is to be reported to the Police

Bullying: A Guide

Bullies…..
1. Bullies **purposefully** hurt others with words or actions
2. Pick on others **repeatedly**
3. Have **power** over those they pick on

Forms of bullying:

Physical	Verbal	Social	Cyber
1. Hitting 2. Kicking 3. Pushing 4. Tripping 5. Spitting	6. Name calling 7. Teasing 8. Making hurtful comments 9. Threatening	10. Spreading rumours 11. Causing embarrassment 12. Excluding and encouraging other people to exclude	13. Sharing embarrassing photos or videos 14. Sending hurtful messages or hurtful posts online 15. Making prank calls

Characteristics of bullied children:

Physical	Emotional	Social	Academic
1. Unexplained bumps/bruises 2. Disheveled clothing 3. Sleep disturbances 4. Appetite changes 5. Complaints of stomach pain, headaches, etc	6. Anxiety 7. Depression 8. Low self-esteem 9. Anger / Acting out 10. Tearfulness	11. Disinterest in engaging with others or in activities 12. Avoiding specific areas of school (e.g. library, playground)	13. Sudden decline in academic attainment 14. Sudden decline in school attendance 15. School refusal