

# Anti-Bullying Policy



**HARTLEY BROOK**  
PRIMARY ACADEMY  
Astrea Academy Trust

INSPIRING BEYOND MEASURE

Policy Agreed: January 2023

Policy Review: September 2024

## Introduction

Hartley Brook Academy has a 'duty of care' towards its pupils with regard to bullying. We are committed to providing a caring, friendly and safe environment for all pupils so they can learn in a relaxed, happy and secure atmosphere.

This policy takes full account of Hartley Brook Academy's legal obligations under the Education Inspections Act of 2006 to ensure that measures are in place to encourage good behaviour and prevent all forms of bullying amongst pupils. These measures are part of Hartley Brook Academy's behaviour policy which must be communicated to all pupils, school staff and parents.

The Equality Duty (with reference the Equality Act 2010) requires that the Hartley Brook Academy has due regard to the need to:

- Eliminate unlawful discrimination, harassment, victimisation and any other conduct prohibited by the act.
- Advance equality of opportunity between people who share a protected characteristic and people who do not share it.
- Foster good relations between people who share a protected characteristic and people who do not share it.

## Definition of Bullying

Bullying is behaviour by an individual or group, **repeated over time**, that **intentionally** hurts another individual or group either physically, verbally or emotionally. Bullying can take many forms (for instance, cyber-bullying via text messages or social media), and is often motivated by **prejudice** against particular groups, for example on grounds of race, religion, gender, sexual orientation, or because a child is adopted or has caring responsibilities. It might be motivated by actual differences between children, or perceived differences. Bullying can take place between pupils, between pupils and staff; or between staff; by individuals or groups; face to face, indirectly or using a range of cyber bullying methods. It can happen in isolation or quite often in the presence of others.

**Verbal bullying** For example: name-calling, taunting, mocking, making offensive comments and teasing

**Physical bullying** For example: kicking, hitting, punching, pushing and pinching

**Emotional bullying** For example: producing offensive graffiti, excluding people from groups, spreading hurtful and untrue rumours, being forced to do things against own will and taking belongings or money

**Online bullying** For example: offensive text messaging and e-mailing and sending degrading images by phone or the internet

## Bullying is not –

- Teasing between friends without intention to cause hurt;
- Falling out between friend after a disagreement;
- A one – off occasion of poor behaviour;
- Activities that all parties have consented to.

## Statement of Intent

Hartley Brook Academy believes that:

- Bullying is undesirable and unacceptable.
- Seeking help and openness are regarded as signs of strength not weakness.
- All members of the Academy will be listened to and taken seriously.
- Bullying prevents pupils achieving to their full potential and affects standards of achievement and aspirations.

- Everyone has the right to work and learn in an atmosphere that is free from fear.
- All of us have a responsibility to ensure that we do not abuse or bully others.
- Young people should be encouraged to seek support in school if they are worried about bullying and have a right to expect that their concerns will be listened to and treated seriously.
- We all have a duty to work together to protect vulnerable individuals from bullying and other forms of abuse.
- Those who exhibit bullying behaviours should be supported to understand their impact and so change their behaviours

### **Aims of the Policy**

- To assist in creating an ethos in which attending school is a positive experience for all members of the Academy.
- To make it clear that all forms of bullying are unacceptable at school.
- To enable everyone to feel safe while at school and encourage pupils to report incidences of bullying.
- To deal effectively with bullying.
- To support and protect victims of bullying and ensure they are listened to.
- To help and support bullies to change their attitudes as well as their behaviour and understand why it needs to change.
- To liaise with pupils, parents and other appropriate members of the school community.
- To ensure all members of the Academy feel responsible for combating bullying.

### **Intended Outcomes**

- That all Pupils, staff and parents understand the anti-bullying policy.
- That there are procedures within schools for reporting bullying.
- That parents have a point of contact in school if they are concerned about their child.
- That all staff have the necessary skills and confidence to deal with incidents of bullying effectively and promptly.
- That no child or young persons' educational opportunities and achievement is disadvantaged due to the experience of bullying.
- That all staff are involved in dealing effectively with, reporting, recording, monitoring and if necessary referring bullying incidents.
- That there is effective communication with parents and the wider Academy on the subject of bullying.
- That all incidents of bullying are monitored appropriately.

### **Strategies to Prevent and Reduce Bullying**

Hartley Brook Academy may use a range of strategies to prevent and reduce bullying, to raise awareness of bullying and support victims and those displaying bullying behaviour including:

- Having a set of school rules and values
- Co-operative group work with peers
- Lunch time clubs across all year groups
- Circle Time
- Friendship Groups (circle of friends)
- Kindness boxes to promote positive behaviours
- PSHE/Online Safety curriculum
- Assemblies
- Self-esteem support
- Restorative approaches
- Anti-bullying days
- Online safety days

- Mental health awareness days
- Learning Mentor support
- Liaison with parents

## **Online Bullying**

Pupils' access to the internet and mobile technology can lead to online bullying both on and off the school site. Online bullying is a different form of bullying and can happen at any time of the day, with a potentially bigger audience, as people forward on content quickly. Online bullying which occurs outside school can have a significant impact in school.

The Education Act gave teachers stronger powers to tackle online bullying by providing a specific power to search for and, if necessary, delete inappropriate images (or files) on electronic devices, including mobile phones.

Whilst bullying itself is not a criminal offence, it is an offence for a person to send an electronic communication to another person with the intent to cause distress or anxiety or to send an electronic communication which conveys a message which is indecent or grossly offensive, a threat, or information which is false and known or believed to be false by the sender. In the most serious cases of online bullying, advice may be sought from the police by the Academy.

## **Bullying Outside School Premises**

Teachers have the power to discipline pupils for misbehaving outside the school premises "to such an extent as is reasonable". This can relate to any bullying incidents occurring anywhere off the school premises, such as on public transport or outside the local shops.

## **Confidentiality**

School staff cannot promise absolute confidentiality if approached by a pupil for help. Staff must make this clear to the pupils involved. Unless clearly inappropriate, pupils will always be encouraged to talk to their parent/carer. Safeguarding procedures must be followed when any disclosures are made.

## **Procedures**

1. Report bullying incidents to staff.
2. In cases of poor behaviour, will be recorded by staff on BROMCOM as a behaviour incident. However, in cases of bullying we record this on BROMCOM and again on CPOMS as a bullying incident and link to the type of bullying, e.g. HBT, SEND, gender, racist etc. An alert of this will be sent to the Principal, Assistant Principal, safeguarding lead, class teacher and Pastoral staff. Where a parent reports bullying this is logged on CPOMS as a bullying incident reported by parent. In cases of racist incidents, these must be reported through the CPOMS system and logged as a racist incident (school's racial incident form). If felt to be more than a one off behaviour incident a decision will be made by the Principal or Deputy Principals as to which member of staff will follow up the incident.
3. The bullying behaviour or threats of bullying must be investigated and the bullying stopped quickly. This may require temporary measures being put in place to avoid further instances (e.g. allowing the victim to stay inside with a friend during breaks) until the matter has been fully dealt with.
4. In serious cases parents/ carers should be informed and will be asked to come in to a meeting to discuss the problem.
5. If necessary and appropriate, police or other agencies will be consulted

6. An attempt will be made to help the bully (bullies) change their behaviour (See Outcomes). This will include speaking to the bully (bullies) and trying to resolve the issues, but will also involve sanctions as described in the behaviour policy. There may also be an identified need to do small group or class work to support the anti-bullying policy.

7. Support will be given to the victim.

8. In cases where bullying has been found to have occurred the parents/carers of the bully and the victim will be informed of the situation and the school's response. This may be by telephone, face to face meeting or letter. All follow up actions taken by staff and any meetings with parents will be logged as an action on CPOMS by the members of staff involved. Reports of Bullying that have happened out of school (off-site) There are occasions when incidences of bullying that occur out of school are reported to school staff. It is important that staff listen to children's concerns and support them to get help. In these situations, it is often helpful to contact the child's parent/ carer and ensure they are aware of the issue and how they can put measures in place to protect their child. It may also be relevant to advise them to contact the community police or for the school to raise concerns with them. If the bully (bullies) are children in school, then we take all reasonable measures to discuss the issues with the children involved to resolve the situation.

### **Outcomes**

- The bully (bullies) will be spoken to.
- The bully (bullies) may be asked to genuinely apologise. Other consequences may take place.
- In very serious cases, suspension will be considered
- If possible, the pupils will be reconciled
- Pastoral support may be provided for either or both parties.
- After the incident / incidents have been investigated and dealt with, each case will be monitored to ensure repeated bullying does not take place.

This policy is to be read in conjunction with:

- Safeguarding Policy
- Behaviour Policy
- Online Safety Policy
- Equalities Policy