



## ANTI-BULLYING POLICY

### 1. Definition

- 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*.
- Bullying can include physical and emotional abuse such as name calling, taunting, mocking, making offensive comments, kicking, hitting, taking belongings, producing offensive graffiti, gossiping, peer isolation (e.g. excluding people from groups) and spreading hurtful and untruthful rumours.
- The same unacceptable behaviours can be expressed online; this is sometimes called online bullying or cyberbullying. Specifically 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.
- Hardy Mill Primary School recognise that bullying can be emotionally abusive and can cause severe and adverse effects on children's emotional development.
- Bullying is recognised by Hardy Mill Primary School as being a form of peer on peer abuse; children can abuse other children.
  - Abuse is abuse and it should never be tolerated or passed off as "banter", "just having a laugh" or "part of growing up".
  - We recognise that even if there are no reports of bullying, it does not mean it is not happening and it may be the case that it is just not being reported.
  - All victims will be taken seriously and offered appropriate support, regardless of where the abuse takes place.

### 2. Aims

The aims of our anti-bullying policy are as follows:

- To create an ethos in which attending our school is a positive experience for all members of our community;
- To make it clear that all forms of bullying are unacceptable at our school;
- To enable everyone to feel safe while at Hardy Mill Primary School;
- To encourage pupils to report incidents of bullying, including cyber bullying;

- To deal with each incident of bullying as quickly and as effectively as possible, taking into consideration the needs of all parties and of our community, and, as a result, to reduce the incidents of bullying;
- To support and protect victims of bullying and ensure they are listened to;
- To help and support children/young people displaying bullying behaviour to change their attitudes and understand why it needs to change;
- To liaise with parents and other appropriate members of our community;
- To ensure all members of our community feel responsible for helping to reduce bullying.

### **3. Statement of Intent**

We at Hardy Mill Primary School believe that:

- All forms of bullying are unacceptable;
- Bullying is a problem to which solutions can be found;
- Seeking help and openness are regarded as signs of strength not weakness.

#### **Hardy Mill Primary is a 'telling' school.**

- All members of our community will be listened to and taken seriously.
- Everyone has the right to enjoy and achieve in an atmosphere that is free from fear.
- Pupils can talk to an adult if they are worried about bullying, including cyber bullying, and have a right to expect that their concerns will be listened to and treated seriously.
- Our pupils are involved in decision-making about matters that concern them.
- We tackle bullying best by encouraging an environment where individuality is celebrated and individuals can develop without fear.
- We maintain and develop effective listening for children and staff within our school e.g. through PSHE, assemblies and constantly promoting the message that all our children are important and have the right to be safe, happy, respected and listened to and supported.
- We ensure all staff address incidents of bullying, including cyber bullying, effectively and promptly.
- We ensure that all adults who have contact with our children e.g. midday supervisors, part-time staff, volunteers, support staff etc. know how to respond if they witness or are told of a bullying incident.
- We communicate with parents and the wider school/setting community effectively on the subject of bullying, its definitions and how to report it.
- We acknowledge the key role of every staff member in dealing with incidents of bullying.
- We ensure that all incidents of bullying are recorded and appropriate use is made of the information, where appropriate sharing it with

relevant organisations, providing support and education for both the victim and the bully in order to affect future behaviour.

- We promote emotional health and wellbeing across the whole school and for all members of our community to role-model this in all situations.

#### **4. Forms and Types of Bullying Covered by this Policy**

This policy covers all types and forms of bullying including but not limited to:

- Bullying related to physical appearance
- Bullying of young carers, children in care or otherwise related to home circumstances
- Bullying related to physical/mental health conditions
- Physical bullying
- Emotional bullying
- Sexualised bullying/harassment
- Bullying via technology, known as online bullying or cyberbullying
- Prejudiced-based and discriminatory bullying (against people/pupils with protected characteristics) which may include:
  - Bullying related to race, religion, faith and belief and for those without faith
  - Bullying related to ethnicity, nationality or culture
  - Bullying related to Special Educational Needs or Disability (SEND)
  - Bullying related to sexual orientation (homophobic/biphobic bullying)
  - Gender based bullying, including transphobic bullying

#### **5. Reporting incidents of bullying:**

##### **Advice for parents/carers (See Appendix A for further information)**

There are several methods for reporting suspected bullying incidents.

- Please make a report in person.
- Please contact the school by phone and ask to speak to your child's teacher or the Head teacher.
- Please email the school.
- Please write a letter.

Our contact details are:

Hardy Mill Primary School  
Hardy Mill Road  
Harwood  
Bolton  
BL2 4EF

Telephone: 01204 333770

Email: [office@hardymill.bolton.sch.uk](mailto:office@hardymill.bolton.sch.uk)

/ [briggsj@hardymill.bolton.sch.uk](mailto:briggsj@hardymill.bolton.sch.uk) (Head teacher)

### **Advice for children**

School Council (in consultation with the children in school) suggest that if a child is being bullied, or if a child knows someone is being bullied, they could:

- Tell the bully they are upsetting them and ask them to stop.
- Tell a trusted adult. (A teacher, any other adult in school or a parent.)
- Tell their friend.
- Ask their friend to go with them to tell someone.
- Write a note explaining what is happening and give it to an adult.

### **6. Investigating allegations of bullying**

The following steps will be taken when dealing with any incidents of bullying reported to the school:

- If bullying is suspected or reported, the incident will be dealt with immediately by the member of staff who has been approached or witnessed the concern.
- The school will provide appropriate support for the person being bullied – making sure they are not at risk of immediate harm and will involve them in any decision-making, as appropriate.
- The DSL will be informed of all bullying concerns, especially where there may be safeguarding issues. The head teacher, Designated Safeguarding Lead (DSL) or another appropriate member of leadership staff will interview all parties involved.
- A clear and precise account of bullying incidents will be recorded by the school in accordance with existing procedures. This will include recording appropriate details regarding decisions and action taken.
- The school will speak with and inform other staff members, where appropriate.
- The school will ensure parents/carers are kept informed about the concern and action taken, as appropriate and in line with child protection and confidentiality policies.
- Appropriate sanctions and support, for example as identified within the school behaviour policy and child protection policy, will be implemented in consultation with all parties concerned.
- If necessary, other agencies may be consulted or involved, for example the police if a criminal offence has been committed, or Children Services or Early Help if a child is felt to be at risk of significant harm.
- Where the bullying of or by pupils takes place off school site or outside of normal school hours (including cyberbullying), the school will ensure that the concern is fully investigated and responded to in line with this policy and the school behaviour policy.
- If required, the DSL will collaborate with DSLs at other settings.

### **Cyberbullying**

When responding to cyberbullying concerns, the school will:

- Act as soon as an incident has been reported or identified.
- Provide appropriate support for the person who has been cyberbullied, and work with the person who has carried out the bullying to ensure that it does not happen again.
- Encourage the person being bullied to keep any evidence (screenshots) of the bullying activity to assist any investigation.
- Take all available steps where possible to identify the person responsible. This may include:
  - looking at use of the school systems
  - identifying and interviewing possible witnesses
  - contacting the service provider and the police, if necessary.
- Work with the individuals and online service providers to prevent the incident from spreading and assist in removing offensive or upsetting material from circulation. This may include:
  - Support reports to a service provider to remove content if those involved are unable to be identified or if those involved refuse to or are unable to delete content.
  - Confiscating and searching pupils' electronic devices, such as mobile phones, in accordance with the law and the school searching and confiscation policy. (We will access the DfE 'Searching, screening and confiscation at school' and Childnet cyberbullying guidance to ensure that the school's powers are used proportionately and lawfully).
  - Requesting the deletion of locally-held content and content posted online if they contravene school behavioural policies.
- Where an individual can be identified, the school will ensure that appropriate sanctions are implemented to change the attitude and behaviour of the bully, as well as ensuring access to any additional help or support they may need.
- Inform the police if a criminal offence has been committed.
- Provide information to staff and pupils regarding steps they can take to protect themselves online. This may include:
  - advising those targeted not to retaliate or reply.
  - providing advice on blocking or removing people from contact lists.
  - helping those involved to consider and manage any private information they may have in the public domain.

## **7. Our approaches to preventing bullying**

### **7a Everyone**

We believe that everyone involved in the life of Hardy Mill Primary School must take responsibility for promoting a common anti-bullying approach.

We agree to:

- tell;
- be supportive of each other provide positive role models;
- convey a clear understanding that we disapprove of unacceptable behaviour;
- be fully involved in the development of the anti-bullying policy and support anti-bullying practice;
- support each other in the implementation of this policy.

### **7b Staff; including support staff and supply staff**

All staff have a vital role to play as they are at the forefront of behaviour management and supporting children's sense of well-being. They have the closest knowledge of the children in their care, and should build up a relationship involving mutual support, trust and respect. All staff are expected to report incidents of bullying to the Head teacher.

Staff have agreed to:

- provide children with a framework of behaviour including rules which support the whole school policy;
- attend training when and where expected;
- emphasise and behave in a respectful and caring manner to children/young people and colleagues, to set a good tone and help create a positive atmosphere;
- raise awareness of bullying, including cyber bullying, through the curriculum including activities, stories, role-play, discussion, peer support, school/children's council, etc.;
- through the Head teacher, keep the governing board well informed regarding issues concerning behaviour management.

### **7c Governors**

Governors have a duty to:

- be fully informed on matters concerning anti-bullying;
- regularly monitor incident reports and actions taken to be aware of the effectiveness of this policy;
- identify one governor to be the nominated 'link' within the leadership structure.

Our nominated governor is Mrs Jo Atherton.

Through the development and implementation of this policy, we at Hardy Mill Primary School hope that all children, parents/carers and staff will:

- feel confident that everything is being done to make our school a safe and secure environment in which quality learning can then take place;
- feel supported in reporting incidents of bullying, including cyber bullying;

- remember that we are a ‘telling’ school and be reassured that if any member of our school ‘tells’, they will be listened to with sensitivity and respect, and action will be taken.

#### **8. Monitoring, evaluation and review**

- The school will review this policy every two years and assess its implementation and effectiveness. This policy will be promoted and implemented throughout the school.
- This policy is part of our commitment to safeguarding children. It should be read in conjunction with our other safeguarding policies and procedures which promote safeguarding such as our Behaviour Policy.
- Policies are available on the school website or hard copies are available upon request.

**Adopted: November 2016**

**Last reviewed: March 2022**

### ADDITIONAL INFORMATION FOR PARENTS

Whenever a bullying incident is discovered or reported, we will go through a number of steps. The exact nature of each step will be adapted to suit the nature and severity of the incident, and the response of those involved.

Before progressing it may be useful for parents/carers to consider the following:-

- Has the incident with the same person or people occurred several times within a reasonably short period of time?
- Is it a disagreement or the result of play which has got out of hand?
- Is it a 'falling out of friends' matter?
- Are you sure your child has not had at least partial responsibility for the incident?
- Can you recognise a pattern to the incidents?
- Have you noticed any change in your child's behaviour?

When a bullying incident has come to the attention of Hardy Mill Primary School, it will always be taken seriously, investigated and actioned. However, we cannot report back to the parent/carer of any child except their own.

Hardy Mill Primary School will:

- talk the incident through with all parties involved;
- support the person who has been bullied to express their feelings;
- support the person displaying the bullying behaviour to express their feelings;
- explore the use of restorative approaches;
- discuss which rule(s) have been broken;
- discuss strategies for making amends.

Resulting actions may include:

- explanation why the inappropriate behaviour is unacceptable;
- reparation of damaged relationships;
- restorative approaches;
- time away from an activity;
- meeting with staff, parent and child;
- missing another activity;
- time out from the classroom;
- pastoral support plan;
- fixed term exclusion;
- permanent exclusion.

Outcomes of investigations will be shared with the parents of both victim/s and perpetrator. However, specific details of the investigation and personal information will only be shared with the child's parent that it relates to.