

# Anti-Bullying Policy

## Bonneygrove and Millbrook Primary School Federation



<b>Subject:</b>	<b>Anti-Bullying Policy</b>
<b>Approval date:</b>	<b>September 2025</b>
<b>Review date:</b>	<b>September 2026</b>
<b>Approved by:</b>	<b>Shen Hasekilerden (Chair of Governors) Jane Acreman (Vice Chair of Governors)</b>



## **BONEYGROVE AND MILLBROOK PRIMARY SCHOOL FEDERATION**

### **Rationale**

Boneygrove and Millbrook Primary Federation is committed to promoting equality, diversity and an inclusive and supportive environment for its children and staff and affirms the rights of individuals to be treated fairly and with respect. We recognise that the most effective way of minimising bullying is to provide a positive atmosphere of caring and friendship, through the ethos of the school and our key school values. Every child and member of staff at Boneygrove and Millbrook Primary Federation should be valued and be able to learn and work without anxiety or fear from bullying.

### **Aims**

Bullying is unacceptable at Boneygrove and Millbrook Primary Federation and as such we aim to:

- develop a school ethos in which bullying is regarded as unacceptable and where everyone has a responsibility to be proactive in ensuring that bullying is challenged and reported
- provide a safe and secure environment in which all can learn and work without anxiety, humiliation, harassment, oppression, or abuse
- respond effectively to any bullying incidents that may occur
- ensure all children, parents, staff, governors, and others connected with the school are aware of our opposition to bullying and know that appropriate action will be taken if bullying occurs
- ensure that everyone takes responsibility for the prevention and elimination of bullying in our school

### **Vulnerable Groups**

Within our school community we have a number of pupils who may be considered more vulnerable to bullying on the basis of their perceived difference from others. These vulnerability factors may include race and ethnicity, emotional vulnerability, EAL and communication needs, disability, learning needs and those looked after children. As a school we have identified individuals within these groups and shared this information with the relevant members of staff. Careful monitoring ensures that these children remain safe at all times and SLT review any changing circumstances or particular needs for individuals on a regular basis. Additional support is also available from Peer Mentors for these children at playtimes.

### **What is Bullying?**

We recognise that perceptions of what constitutes bullying behaviour can vary between individuals and recognise the importance of a whole school community definition. Bullying is not a single incident and tends to be an accumulation of many small incidents, each of which, when taken in isolation and out of context, can seem trivial. There are many definitions of bullying, but most have three things in common:

- the behaviour is intended to cause distress
- the behaviour is repeated
- there is an imbalance of power between the perpetrators of bullying and their targets

Bullying can take many forms, but the main types are:

- physical – for example, hitting, kicking, taking belongings
- cyber bullying (see Acceptable Use of Internet Policy)
- verbal – for example, name calling, insulting, unkind or discriminatory remarks
- social – for example, spreading nasty stories about someone, excluding someone from social groups, tormenting, staring, threatening gestures; offensive graffiti
- a combination of the above

Any of these may also have contexts that discriminate in relation to race, ethnicity, sex, sexual orientation, SEN, or disability. Other behaviours may also occur which cause harm (sometimes unintentionally) to individuals without constituting bullying. We recognise the importance of developing clarity around this distinction to ensure that all incidents are resolved appropriately and effectively. Examples of this behaviour include:

- harm caused accidentally
- minor disputes
- occasional friendship difficulties
- occasional loss of temper/angry responses to an incident
- teasing/making jokes where there is no intention to upset another individual

These incidents will be resolved using a restorative approach where all parties involved are able to discuss the incident in order to reach an agreement which is acceptable to all individuals involved and which enables them to accept responsibility for their own actions and consider how to avoid the same situation in future.

### **Cyber Bullying**

Our school community has a clear awareness of the risks posed to pupils from cyber bullying and recognises the shared responsibility we have to ensure its prevention. We recognise that cyber bullying can:

- be conducted in a variety of different ways including via mobile phones, social media sites and the internet
- be carried out anonymously and/or by people completely unknown to the receiver
- be carried out by people of all different ages
- be carried out at any time of day or night
- sometimes be unintentional, e.g., becoming the mistaken recipient of a message

To prevent cyber bullying the school will:

- regularly promote awareness of the risks of cyber bullying and safe practices when using technology through regular assemblies throughout the year
- ensure that the Computing Curriculum teaches children how to recognise cyber bullying and how to use ICT safely through a specific e-safety strand and as an integral part of any teaching and learning for ICT
- ensure that any related policies, including the “Acceptable Users Policy” make specific reference to anti-bullying procedures
- ensure that any mobile phones brought onto the premises by pupils are kept in the school office

Should any incidents or suspected incidents of cyber bullying occur, they will be dealt with following the procedures outlined in this policy and will be logged by the Head of School.

### **Rights and Responsibilities**

It is the right of every child and member of staff at Bonneygrove to:

- feel safe from verbal, mental and physical abuse on their way to and from school and whilst in school
- be addressed by their correct name
- not have their feelings hurt about the way they look or sound
- not be subjected to derogatory name-calling, insults, racist jokes, discussions, ridicule, and abuse

It is the responsibility of every child (if they are able to) and member of staff at Bonneygrove and Millbrook Primary Federation to:

- communicate to someone if any of their rights are being abused.
- communicate to someone if they have observed someone else's rights being abused
- try to prevent abuse and try to improve the life of someone whose rights have been abused

### **Strategies to Prevent Bullying**

Everyone is responsible for ensuring that bullying is not tolerated at Bonneygrove and Millbrook Primary Federation. As a community, we have a complete commitment towards promoting and implementing the most effective strategies to prevent bullying. These strategies include:

- promoting a strong school ethos which encourages mutual respect and consideration for all individuals which are reinforced on a daily basis in assemblies, classroom practice and playtime provision and supervision
- whole school and phase assemblies which regularly promote our core values and keep anti-bullying initiatives (including e-safety) high profile
- ensuring our curriculum reflects our equal opportunities policy in the programmes of study for different subject areas, whilst addressing an anti-bullying focus more specifically through a continuous e-safety strand in our computing curriculum and our Jigsaw PSHE curriculum which also has a specific "Celebrating Difference" unit
- ensuring all staff, both teaching and non-teaching staff, are aware of those vulnerable groups or individuals in school through regular communications under the direction of SLT
- adopting a restorative approach to behaviour (shared with all staff and parents) which encourages conflict resolution within a context of respect and the development of an awareness of self-responsibility which prevents a repeat of inappropriate behaviour
- careful monitoring of behaviour (CPOMS is our effective system to track behaviour) and a swift response to any concerns to ensure any issues can be identified and resolved quickly
- promoting the self-esteem and confidence that children need to feel confident to ask for help if they need to
- ensuring communication channels are completely clear for any child or parent with concerns through the publication of our parent and child communication maps and by keeping this high profile for children

- ensuring that playtime provision is designed to promote purposeful play and co-operation between children
- involving children, through designated peer mentors
- communicating the school's anti-bullying measures and approach to behaviour management to parents regularly
- involving the whole school, including Governors, in reporting the effectiveness of anti-bullying measures and identifying any areas for improvement
- ensuring the Anti-Bullying Policy is shared with all staff, parents (via the school website) and children (pupil version) so that they are clear on the anti-bullying measures in place, and the policy is reviewed every two years to ensure it remains as effective as possible

### **Reporting bullying/bullying concerns**

At Bonneygrove we are committed to taking any incidents of bullying, or suspected bullying, which do arise very seriously; we consider ourselves to be a *'telling school'*. It is the responsibility of any member of our community to report concerns they have about bullied or suspected bullying, including:

- class teachers.
- playtime supervisors who should report concerns to teachers or SLT.
- midday staff who should report concerns to teachers or SLT.
- peer mentors or children who should report concerns to an adult in the playground, their class teacher, or a member of SLT.
- parents, who should receive immediate acknowledgement of their concern.
- **Be aware of Peer-on-Peer abuse: For further guidance refer to the Child Protection Policy**

It is important that any individual who may have received bullying behaviour, feels safe to report any concerns they have as soon as possible. Information about clear communication channels for reporting any incidents are shared with children and parents and are displayed in school. This is why we consider ourselves to be a *'telling school'*.

### **Responding to bullying/bullying concerns**

Any concerns which are reported will be treated seriously and dealt with immediately in order to determine the most effective approach to resolving the issues identified.

The exact course of action will vary with each situation, but the main objectives should be that bullying incidents are identified, brought into the open, recorded, discussed and that strategies are agreed to help resolve the problem. In all incidents of bullying observed, disclosed, or suspected, it is important to ensure that:

- concerns will be acted on immediately on the day they are reported
- it is clear that the bully's behaviour is unacceptable, and the bullying must stop
- concerns will be reported to SLT, Headship Team and where necessary may be passed to the Head of School
- the receiver of the bullying behaviour is made to feel safe and is given an opportunity to share their concerns fully with an adult
- as much information as possible will be gathered and recorded about any incidents, including from any possible eyewitnesses

- the receiver is assured that they will be supported and kept safe
- everything that happens is carefully recorded on CPOMS
- the individuals involved are informed clearly of the course of action/strategies put in place to keep them safe
- any further support needed will be identified and put in place
- parents are informed and made aware of the strategies put in place to resolve the situation
- a monitoring period is agreed in which to ensure the situation has been resolved.
- the individual(s) carrying out the bullying behaviour will be talked to by SLT, Headship Team and where necessary this may be passed to the Head of School
- appropriate consequences will be decided on and put in place by the relevant member of staff
- further support may be identified for the perpetrator to enable them to accept responsibility for their actions and to ensure their behaviour is not repeated
- the parent(s) of the perpetrator will be informed of the incidents and be involved in the discussion about consequences and further support as and when needed
- other members of the staff team will be informed as appropriate to ensure they can monitor the situation and remain vigilant to prevent any further occurrences of the behaviour
- situations not satisfactorily resolved in the view of a parent, or any concerned member of staff will be referred to the Head of School or a governor if appropriate
- any bullying between adults is reported to an appropriate person. This could be any of the following: SLT, Headship Team and Governors

All reported incidents will be dealt with fairly and consistently in line with school policy and with the complete commitment of the whole school community.

## **Roles and Responsibilities**

### **Governors**

- uphold our core rules
- promote the wellbeing and ensure the safeguard of all pupils in school
- ensure the school carries out both the letter and the spirit of the legislation and statutory duties and observe national guidance
- provide leadership to ensure the development, implementation, and regular review of the Anti-Bullying Policy
- ensure that policy and good practice is reflected in the school's anti bullying practice

### **Head of School and SLT**

- Build and maintain a school ethos which is welcoming; supportive and inclusive of all pupils, parents/carers, and staff
- Promote the wellbeing and ensure the safeguarding of all the pupils in the school
- Provide support for the governors through the development and implementation of an effective Anti-Bullying Policy
- Ensure the voice of pupils, staff, parents, and carers is heard and communicated to the governors

### **All teaching and support staff**

- Contribute to building and maintaining a school ethos which is welcoming, supportive and inclusive of all pupils and staff
- Promote wellbeing and ensure the safeguarding of all pupils in school
- Behave with respect and fairness to all pupils, carrying out the letter and spirit of the anti-bullying and equalities policies.

### **Pupils**

- Using our core rules as a guide to their everyday behaviour (Be Safe, Be Kind, Be Brilliant)
- Take responsibility for personal behaviour and actions and treat one another with respect and kindness
- With the help of staff and parents/carers, create a positive working atmosphere within the school where bullying is regarded as unacceptable, difference is celebrated, and discrimination is actively challenged.

### **Parents**

- Demonstrate positive support for the school's anti-bullying and behaviour policies
- Model appropriate behaviour always, within the school grounds
- Report to the school any concerns regarding pupils involved in bullying
- Support work undertaken by the school to promote equalities, celebrate differences and challenge discrimination

### **Monitoring and Evaluation**

This policy will be monitored, and the effectiveness will be evaluated in the light of the numbers of bullying incidents recorded, staff response to bullying behaviour and any concerns of children, staff, and parents regarding bullying. All members of the SLT are responsible for responding to incidents of bullying and the Head of School has specific responsibility for ensuring that procedures in this policy are followed.

**Should you need further advice or be concerned that the law has been broken you can contact:**

**The NSPCC** whistleblowing helpline is available for staff who do not feel able to raise concerns regarding child protection failures internally. Staff can call 0800 028 0285 – line is available from 8:00 AM to 8:00 PM, Monday to Friday and email: [help@nspcc.org.uk](mailto:help@nspcc.org.uk)

**Hertfordshire Safeguarding Children’s Board**

These can be contacted for further advice at

[admin.hsb@hertfordshire.gov.uk](mailto:admin.hsb@hertfordshire.gov.uk) or

**Hertfordshire Safeguarding Children Board Team**

**Room 152**

**Postal Point CHO116**

**County Hall**

**Hertford**

**SG13 3DQ**

**Cheshunt Police Station**

Tel: 01707 354000

101 Turners Hill

Waltham Cross

EN8 9BD