



The Winterton Federation Anti-bullying Policy



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Related documents: All federation policies referred to are available on the federation website: https://thewintertonfederation.co.uk If English is not your first language, and you require assistance/translation, please contact the Junior school office.	DfE Preventing and Tackling Bullying, 2017; Keeping Children Safe in Education. The following federation policies: Safeguarding and Child Protection Policy; Behaviour Policy; Complaints Policy; E-safety and Computing Policy; PSHE Policy; Relationship and Sex Education Policy; Mobile phone and Social Media Policy; Staff Conduct; Whistleblowing; Low Level Concern Policy Equality and Diversity Policy; Promoting Fundamental British Values. Attendance Policy.
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At The Winterton Federation we endeavour to nurture unique individuals in a happy, safe, respectful and inclusive environment, where everyone is inspired to be the best they can be throughout their journey of life.

“Let us run with perseverance, the race that is set before us” (Hebrews 12:1)

We are all proud to be united in faith, vision and ambition.

Principles and Values

At The Winterton Federation we firmly believe that every child in our care has the right to feel safe, secure and happy in school or during off-site activities. We recognise the seriousness of all forms of bullying and the impact it can have on those involved. The ethos of our federation fosters high expectations of outstanding behaviour. We recognise the value of talking about bullying and of equipping pupils with strategies for dealing with bullying should they encounter it.

All members of the governing board, staff, pupils and parents/carers have a joint understanding of what bullying is and what the federation’s procedures are for responding to bullying. Information is shared on the federation website, through regular events and/or workshops for parents/carers.

As a federation we take bullying seriously. Pupils, staff, parents/carers and anyone associated with the federation should be assured that we do not tolerate bullying and that they will be supported when such behaviour is reported.

This policy has been devised in line with the statutory regulations set out in the most up to date Keeping Children Safe in Education document. It links with other federation policies practices and action plans including:

- Safeguarding and Child Protection Policy;
- Behaviour Policy;
- Complaints Policy;
- E-safety and Computing Policy;
- PSHE Policy;
- Relationship and Sex Education Policy;
- Mobile phone and Social Media Policy;
- Staff Conduct;
- Whistleblowing;
- Low Level Concern Policy
- Equality and Diversity Policy;
- Promoting Fundamental British Values.
- Attendance Policy.



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Bullying of staff by pupils, parents/carers or colleagues, is unacceptable. If this occurs the governors and Executive Headteacher will follow the appropriate policy and procedures. Anyone feeling aggrieved will be encouraged to follow the procedures outlined in the Complaints and Whistleblowing Policies.

Definition of bullying

Bullying is "Behaviour by an individual or a group, repeated over time, that intentionally hurts another individual or group either physically or emotionally." (DfE Preventing and Tackling Bullying, 2017)

Bullying can be direct or indirect:

- Physical - kicking, hitting, taking belongings, sexual violence;
- Verbal - name calling, taunting, mocking, moderate/severe banter, making offensive comments, sexual harassment;
- Non-verbal - gestures, producing offensive graffiti;
- Psychological/emotional - deliberately excluding people from groups, threats, intimidating, manipulation, coercion, ridicule;
- Sexual - unwanted physical contact, inappropriate touching, abusive comments, exposure to inappropriate films, homophobic abuse;
- Online/cyber - posting on social media, sharing photos, sending nasty texts messages, social exclusion;
- Indirect - can include the exploitation of individuals.

This includes the same inappropriate harmful behaviours expressed via digital devices (sometimes known as cyber bullying.) Examples could be the sending of inappropriate messages by phone, text, Instant Messenger, through websites, social media sites and apps, and sending offensive or degrading imagery by mobile phones or via the internet. (For further information on youth produced imagery see the e-safety and Computing policy).

Bullying behaviour is deliberately hurtful and ongoing. (It is not the same as random unprovoked aggressive acts.) It is unequal and difficult to counteract by the person being bullied as it involves a power imbalance. The imbalance of power can manifest itself in several ways:

- Physical - size of people involved, number of people involved;
- Psychological - knowing what upsets someone and deliberately doing it;
- Socially - deliberately isolating someone.

It can result in the intimidation of a person or persons through the threat of violence or by isolating them either physically or online.

Low level disruption, offensive language, banter and horseplay is challenged. Where this occurs clear expectations of behaviour are set to prevent negative behaviours escalating.



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An act, or acts, of bullying can take place at any time in or outside school premises or hours. This policy applies at any point whilst a child is a registered pupil at our federation. All staff are trained to be vigilant about all forms of bullying and/or peer abuse.

Forms of bullying

Bullying can happen to anyone. This policy covers all types of bullying including:

- Bullying relating to **Race and Culture** - derogatory assumptions or generalisations about colour of skin, accent or the way they talk, ethnic grouping, references to terrorism, dress etc.
- Bullying relating to **Religion** - derogatory assumptions or generalisations about religion, religious taunts and intolerance;
- Bullying relating to **Disability** - derogatory assumptions or generalisations about a young person's disability;
- Bullying relating to **Sexual Issues** - unwanted physical contact or sexually abusive comments including sexual harassment and sexual violence;
- Bullying relating to **Sexual orientation** - Homophobic/LGBTQ+ - ridicule, gestures, malicious warning others about a person, put downs, insults, etc.
- Bullying relating to **Perceived Differences** - the way someone looks, talks etc.
- Bullying relating to **Special Educational Needs** - learning difficulties or being gifted/talented;
- Bullying because they are a **Child Experiencing Care or Adopted**;
- Bullying because they are a **Young Carer**;
- Bullying because of **Other** reasons i.e. jealousy, friendships.

We are a TELLING federation. We encourage and support all members of our community to report bullying. Pupils may not be aware that they are being bullied due to their age, level of special educational need or vulnerability. It is the responsibility of the federation community to be vigilant and ensure that all our pupils feel and are safe.

Why is it important to respond to bullying?

Bullying hurts. No one deserves to suffer from bullying. Everybody has the right to be treated with respect. Pupils and staff who are bullying need to learn different ways of behaving. The federation will take necessary steps to assist this change in behaviour including disciplinary action.

A proactive approach to identify and act upon potential signs of bullying will help in dealing with issues prior to them being formally raised. The signs and behaviours (below) could indicate other problems, but bullying should be considered a possibility and should be investigated. Other signs may be present which are not mentioned here:

- Frightened of walking to and from school;
- Does not want to go to school by public/school transport;
- Changes their school routine;
- Attendance in school decreases;



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- Becomes withdrawn, anxious or lacking in confidence;
- Cries themselves to sleep at night;
- Has nightmares;
- Feels ill in the morning;
- School results begin to drop;
- Has possessions which are damaged or go missing;
- Comes home starving;
- Frightened to say what is wrong;
- Is afraid to use the internet or mobile phone;
- Is nervous and jumpy when a cyber-message is received.

If it is deemed that any adult within the federation has acted in a way that does not cause risk to children, but is however inappropriate, the Executive Headteacher must be notified immediately. The Low-Level Concerns Policy and Guidance will be adhered to.

Anti-Bullying Education in the Curriculum

At The Winterton Federation we use a variety of methods to support pupils in preventing and understanding the consequences of bullying:

- PSHE;
- Relationships, Sex and Health Education lessons;
- Spiritual, Moral, Social and Cultural (SMSC) curriculum;
- School vision and assembly themes;
- Class assemblies;
- Anti-bullying week;
- Safer Internet Day;
- E-safety lessons;
- Friendship fallouts and restorative practice lessons;
- Cross-cutting themes in other curriculum areas (English, Drama, History);
- Buddy/peer mentors;
- Worry Monsters;
- Pupil anti-bullying leaflet;
- Outside speakers and theatre companies.
- Emotional Literacy/ELSA sessions

The federation anti-bullying co-ordinator, the Deputy Headteacher, is responsible for initiating and developing (with other colleagues) an anti-bullying programme as part of the curriculum. Other appropriate staff are responsible for delivering the anti-bullying materials to members of the federation community as part of a planned programme of study.



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Pupil Voice

Pupils are involved in the prevention of bullying as and when appropriate. This includes:

- Writing the federation and class rules;
- Writing a personal pledge or promise against bullying;
- Creating role-plays about what to do through scenarios of bullying;
- Having discussions about bullying and why it matters that children who use unacceptable behaviour towards others are dealt with quickly;
- Ensuring that their peers know how to express worries and anxieties about bullying;
- Developing a pupil version of the anti-bullying policy;
- Publicising the details of helplines, websites and report buttons;
- Supporting each other via the buddy/peer mentor scheme/WMIM Ambassadors;
- Creating an item for the school website.

Pupils are also consulted, through in school questionnaires (and Years 5 and 6 take part in the North Lincolnshire Lifestyle Survey every 3 years.)

Anti-bullying Procedures

Parents

If parents suspect their child is being bullied, they should contact the federation. Parents should be prepared to talk about the signs and symptoms that they have observed and any suspicions they have about those carrying out the bullying.

Parents must leave the initial investigation to the federation. Any attempt to resolve the issue themselves is likely to make the matter worse.

Parents should encourage their child to talk to an appropriate member of staff in the first instance, or a pupil trained in anti-bullying such as a buddy or peer mentor.

Further information can be found in the leaflet Anti-bullying: Information for Pupil, Parents and Carers.

Pupils

If a pupil thinks they are being bullied they must tell an adult that they trust (parent, member of staff) or use the anti-bullying system (worry monster or buddy/peer mentor). They must be able to explain what form the bullying is taking and how it affects them.

Pupils who witness bullying or an incident which they feel may be bullying must tell an adult in school immediately, or their parent/carer.

Further information can be found in our Pupil, Parent/Carer Friendly Anti-bullying leaflet.



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Staff

If bullying is reported to a member of staff, they:

- Record the details as presented to them on CPOMS and is fully investigated. Due to the Child Protection policy, no promise of confidentiality can be given;
- Complete the Checklist for Managing a Bullying Incident (See Appendix 1) and discuss meeting notes and agreed outcomes with the Senior Leadership Team;
- Where an incident involves sexual violence or sexual harassment refer to the federation Safeguarding and Child Protection procedures in line with most up to date Keeping Children Safe in Education document.

During the investigations care must be promoted for the pupil who perceives themselves as being bullied as well as the alleged pupil showing bullying behaviour.

Time out/reflection time may be used if deemed appropriate during the investigation.

Parents/carers should be informed and will be asked to come into a meeting to discuss the problem as part of the investigation.

Consequences may be applied where bullying is identified.

All incidents are recorded on the federation CPOMS. The checklist, Appendix 1 below, can be used as guidance when dealing with bullying allegations if needed.

Persistent bullying

If a pupil continues to inform staff that they are being bullied, they will be provided with a log book/diary to record this. For younger children or those with special educational needs and/or disabilities, support will be given.

Staff and governors will decide next steps for pupils who persist in bullying behaviours in line with other school policies and plans including the federation's behaviour policy.

Pupils who have experienced bullying behaviour will be:

- Given an immediate opportunity to discuss the experience with an adult whom they feel safe with and whom they find easy to talk to;
- Offered reassurance to ensure that they feel safe again;
- Receive pastoral care and may take part in a program to help build-up their self-esteem, confidence and resilience if needed;
- Referred to a buddy/peer mentor if appropriate;
- Referred to a counsellor if appropriate;
- Offered continuous advice and support for their parents;



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- Informed about the outcome of the investigation into their concerns;
- Referred to Children's Services where appropriate (e.g. where there are safeguarding concerns);
- Invited to attend a mediation (restorative practice) meeting with the pupil who bullied them to resolve issues and prevent a reoccurrence.

Pupils who have engaged in bullying behaviour will be:

- Given an opportunity to discuss what happened with an adult and explain why they became involved;
- Offered time to help them reflect on their behaviour and understand the harm that they have caused;
- Receive pastoral care and may take part in a program to develop their social and emotional skills and positive behavioural strategies;
- Given time to learn the steps they need to take to repair the harm they have caused and ensure they can make a choice to avoid bullying behaviour in the future;
- Informed that their parents/carers will be involved to help change the attitude and behaviour of the pupil;
- Referred to other agencies if appropriate, including the Police and Children's Services to support a change in behaviour;
- Referred to a counsellor if appropriate;
- Invited to attend a mediation (restorative practice) meeting with the pupil who experienced the bullying to resolve issues and prevent a reoccurrence.

Changing the attitude and behaviour of pupils who engage in bullying behaviour will be part of the positive procedures used by the federation. However, the federation recognises that consequences will also have to be used with pupils who exhibit this form of behaviour. (See Behaviour Policy).

We recognise that bullying causes real distress and affects a person's mental health and well-being, physical health and development. We believe that self-esteem can affect all thinking and behaviour and can impact on learning and performance. We provide positive everyday experiences so that our children are self-confident and secure, with a strong sense of belonging and are happy to be unique so that they are all likely to reach their full potential. All staff facilitate this by using emotion coaching and growth mindset as well as following a comprehensive PHSE curriculum. For further information, please see the federation Mental Health and Well-being policy.

Complaints

If a parent or carer is dissatisfied with the response made by the federation following a reported incident of bullying, s/he may make a complaint in accordance with the Federation's Complaints Policy.

Equal Opportunities

In implementing this policy all members of staff must take into account, the federation's Equality and Diversity Policy and Accessibility Plan. Staff ensure that no pupil involved in any incident of bullying is disadvantaged on the grounds of gender, race, disability, sexual orientation, age, religion or belief.



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Responsibilities

It is the responsibility of:

- The Executive Headteacher to communicate the policy to the federation community and to feedback the effectiveness of the policy to Governors;
- Federation governors to take a lead role in monitoring and reviewing this policy including liaising regularly with the Anti-bullying co-ordinator;
- Governors, the Executive Headteacher, Senior Leaders, Teaching and Non-Teaching staff to be aware of this policy and implement it accordingly;
- Staff to support and uphold the policy;
- Parents/carers to support their children and work in partnership with the federation;
- Pupils to abide by the policy.

The named governors with lead responsibility for this policy are Mrs Rosie Hoyle and Mrs Cheryl Baxter.

The anti-bullying co-ordinator with lead responsibility for this policy is the Deputy Headteacher.

Monitoring, Evaluation and Review

This policy will be reviewed every three years or in the light of changes to legal requirements.

The federation ensures that they regularly monitor and evaluate mechanisms to ensure that the policy is being consistently applied.



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Appendix 1

Checklist for Managing a Bullying Incident

The following is a suggested checklist to support adults when managing a bullying incident. The second page lists points to consider when completing an interview with both parties.

Pupils named in incident:

Date:

Checklist	✓ and date when complete
Young person tells you that s/he is being bullied or the incident is observed.	
Report to the Anti-bullying school lead.	
Record incident following Anti-bullying policy.	
Ensure that an appropriate adult meets with the target of the bullying. Follow interview guidance and record.	
Listen to other young people who may have observed the incident. Follow interview guidance and record.	
Ensure that an appropriate adult meets with the pupil alleged to be responsible. Follow interview guidance and record.	
If there is evidence or admission of bullying, issue appropriate consequences following Anti-bullying policy and behaviour policy. If using restorative approaches provide opportunities for young person to reflect and consider how they may make amends.	
Consider whether the impact of bullying is severe enough to warrant this being a safeguarding issue. If appropriate refer to designated safeguarding lead.	
If no bullying has taken place, or there is insufficient evidence, consider what further action is needed to reassure and meet the needs of those concerned.	
Inform the target of outcomes and actions taken. Keep them informed throughout. Provide on-going support.	
Inform the pupil responsible of outcomes and actions taken. Keep them informed throughout. Provide on-going support.	
Contact the parent/carers of the target of the bullying. Inform them of the incident and offer appropriate support. Keep them informed throughout.	
Contact the parent/carers of the pupil responsible for the bullying. Inform them of the incident and offer appropriate support. Keep them informed throughout.	
Where a criminal offence has been committed, consider reporting the incident to the police or inform parents of the target that they may want to do so.	
Consider what additional input is required in terms of: proactive work to address prejudice or promote diversity, work with class/year group/school, assemblies, individual work with pupils, group work with pupils involved, referral to outside agencies.	
Monitor the situation and review with all parties to ensure the bullying has stopped.	
Review how successful your approach has been. What additional preventative measures need to be in place?	



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Appendix 2

Recommended Procedures in School for Reporting Bullying Pathways of Help

Child is bullied

Step 1a

Referral by a parent to
class teacher

Step 1b

Self-referral by pupil
using a "worry
monster"

Step 1c

Pupil personally
approaches:

- Buddy/peer mentor
- Learning mentor
- School staff
- Other adult in school

Step 2

Pupil meets with class teacher and/or
Learning Mentor

- Discussion of the facts
- Suggested ways forward
- Parents may be informed
- Short review time

Step 3

Designated adult leads a
discussion/interview with all parties

- Suggested and agreed
actions/strategies put in place
- Parents informed and invited in to
discuss concerns
- Short review time

Step 4

Senior member of staff (with anti-bullying responsibility) directs a
variety of help strategies to be delivered by 'trained' personnel e.g.

- Restorative Practice
- Mediation/counselling
- Anger management training & self help
- Peer Mentor/Buddy support
- Circle of friends
- Self-help (Life Central)
- External Agencies involved via Early Help

Step 5

Executive Headteacher and Chair of Governors and inform/seek
advice from LA Anti-Bullying Officer.



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Appendix 3

Supporting Organisations and Guidance

- Anti-Bullying Alliance: www.anti-bullyingalliance.org.uk
- Childline: www.childline.org.uk
- DfE: “Preventing and Tackling Bullying: Advice for Headteachers, staff and governing bodies” and “Supporting children and young people who are bullied: Advice for schools” November 2014
<https://www.gov.uk/government/publications/preventing-and-tackling-bullying>
- DfE: “No health without mental health” <https://www.gov.uk/government/publications/no-health-without-mental-health-a-cross-government-outcomes-strategy>
- Family Lives: www.familylives.org.uk
- Kidscape: www.kidscape.org.uk
- MindEd: www.minded.org.uk
- NSPCC: www.nspcc.org.uk
- PSHE Association: www.pshe-association.org.uk
- Restorative Justice Council: www.restorativejustice.org.uk
- The Diana Anti-bullying Ambassador Award: www.diana-award.org.uk
- Victim Support: www.victimsupport.org.uk
- Young Minds: www.youngminds.org.uk
- Young Carers: www.youngcarers.net
- With Me In Mind: www.withmeinmind.co.uk

Cyberbullying

- Childnet International: www.childnet.com
- Digizen: www.digizen.org
- Internet Watch Foundation: www.iwf.org.uk
- Think U Know: www.thinkuknow.co.uk
- UK Safer Internet Centre: www.saferinternet.org.uk

LGBTQIA+

- EACH: www.eachaction.org.uk
- Pace: www.pacehealth.org.uk
- Schools Out: www.schools-out.org.uk
- Stonewall: www.stonewall.org.uk

SEND

- Anti-bullying Alliance All Together School: <https://www.anti-bullyingalliance.org.uk/get-involved/become-all-together-school>
- Changing Faces: www.changingfaces.org.uk
- Mencap: www.mencap.org.uk



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- DfE: SEND code of practice: [https:// www.gov.uk/government/publications/send-code-of-practice-0-to-25](https://www.gov.uk/government/publications/send-code-of-practice-0-to-25)

Racism and Hate

- Anne Frank Trust: www.annefrank.org.uk
- Kick it Out: www.kickitout.org
- Report it: www.report-it.org.uk
- Stop Hate: www.stophateuk.org
- Educate Against Hate: www.educateagainsthate.com
- Show Racism the Red Card: www.srtrc.org/educational

Sexual Violence and Harassment

- Lucy Faithfull Foundation: <https://www.lucyfaithfull.org.uk/>
- Rape Crisis: <https://rapecrisis.org.uk/>
- The Blue Door: <https://www.thebluedoor.org/>
- Brook: <https://www.brook.org.uk/our-work/the-sexual-behaviours-traffic-light-tool>
- Stop it Now! <https://www.stopitnow.org.uk/>