



ANTI-BULLYING POLICY

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v1.1	School	Include version control and new format. Review and query of content for accuracy and consistency.
v1.2	Policy Review Committee	Minor changes and comments following review.
v2.0	Policy Review Committee	Approved version

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Introduction

DfE guidance defines bullying as:

Actions that are meant to be hurtful, and which happen on a regular basis. Bullying can be direct (either physical or verbal) or indirect (for example, being ignored or not spoken to).

Bullying occurs when a person is made unhappy by one or more other people. It can take several forms:

- **Verbal**, as in name calling, personal comments, spreading rumours.
- **Social**, as in not being spoken to or being left out of activities.
- **Material**, as when possessions are stolen or damaged or extortion takes place.
- **Mental**, as when pressure to conform is applied.
- **Physical**, as in physical assault, pushing, kicking, hitting, punching or any use of violence.
- **Electronic**, through the use of text and messaging, via phone or e-mail. Through the misuse of social media or electronic gaming platforms, etc.
- **Emotional**, as in being unfriendly, excluding, tormenting, threatening behaviour.
- **Extortion**, as in demanding money/goods with threats.
- **Online**, as in when using of social media, messaging and calls. Misuse of associated technology e.g photos and videos.
- **Racist** as in taunts, graffiti, gestures which are derogatory to a persons race or background.
- **Sexual**, as in unwanted physical contact or sexually motivated and abusive comments.
- **Homophobic or biphobic**, as in bullying because of sexuality or perceived sexuality.
- **Transphobic**, as in bullying because of gender identity or perceived gender identity.

Bullying is not the same thing as a disagreement or argument between two people. Bullying is:

- systematic and ongoing rather than a one-off,
- done by the more powerful to the less rather than between equals,
- distressing and hurtful to the victim rather than good natured fun,
- always one way rather than an exchange.

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Bullying is wrong and damages individual children. The school will do all it can to prevent it, by:

- developing a school ethos in which bullying is regarded as unacceptable,
- producing a safe and secure environment where all pupils can learn without anxiety,
- making sure all those connected with the school are aware of our opposition to bullying,
- ensuring measures are in place to reduce the likelihood of bullying.

The school will strive to promote a healthy lifestyle, positive self-esteem and emotional well-being. This can only be achieved in an environment which has a 'zero tolerance' approach to bullying. This policy sets out agreed procedures to deal with cases of bullying if they occur.

This policy will be continually developed in consultation with school staff, parents and carers, pupils, drawing on lessons learned from any instances of bullying, relevant guidance and legislation. This policy should be read in conjunction with the school's Behaviour Policy.

Roles and responsibilities

All members of the school community, including pupils, staff, parents and governors, are expected, and have a responsibility, to treat everyone with dignity respect at all times. This includes both face-to-face contact and online.

This policy also aims to set clear roles and responsibilities for each person or group to produce a consistent school response to any bullying incidents that may occur.

Governors

The Governors have overall responsibility for ensuring there are effective anti-bullying measures in place. This includes ensuring:

- The Headteacher is supported in all attempts to eliminate bullying from the School.
- Incidents of bullying are reported, monitored and dealt with appropriately, and in line with this policy.
- This policy remains effective through regular review and scrutiny.
- Accurate records of all incidents of bullying are kept and provided on request so that the effectiveness of anti-bullying measures can be assessed.
- A parent/carer/pupil who is dissatisfied with the way the school has dealt with a bullying incident can ask the governors to investigate the matter using the school's Complaints Policy and procedures.

Headteacher

The Headteacher is responsible for:

- Implementing the anti-bullying strategy throughout the school, ensuring that all staff (both teaching and non-teaching) are aware of the school policy, and receive sufficient training to know how to identify and deal with incidents of bullying.

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- Ensuring that all children know that bullying is wrong, and that it is unacceptable behaviour in school.
- Ensuring accurate records of bullying incidents are recorded, monitored and reported to the Governors.
- Setting a climate of mutual support and praise for success to proactively make bullying less likely. Happy and productive pupils with high self-esteem are much less likely to become bullies or be bullied than pupils with low self-esteem.

Teachers, TAs and support staff

Teachers, TAs and support staff are responsible for:

- Ensuring they are aware of the content of this policy so a consistent approach to bullying takes place.
- Routinely attending training, which equips them to identify bullying and to follow school policy and procedures about behaviour management.
- Investigate any instances of bullying they become aware of and make sure accurate records of all incidents are maintained and reported to the Headteacher.

Parents and carers

Parents and carers are responsible for:

- supporting the school's anti-bullying policy,
- actively encouraging their child to be a positive member of the school,
- ensuring their children are aware of what bullying is and that it is not acceptable,
- report any instances of bullying they become aware of to the school.

Pupils

Pupils are responsible for:

- following the school rules and demonstrating the standards of behaviour set out in the Behaviour Policy.
- Reporting any instances of bullying to a school staff member.
- Supporting an inclusive and supportive school environment.

Preventing bullying

Bullying, in any form, is unacceptable and preventing bullying is the responsibility of our whole school community. When there are incidents of bullying we will work together to deal with the situation and to learn from what has happened.

This is achieved by:

- Teachers use a range of methods to help prevent bullying and to establish a climate of trust and respect for all. They involve the school community in developing our policy including a child/ pupil friendly version of our policy.
- Using assemblies and time in class to ensure that pupils understand the differences

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- between relational conflict and bullying.
- Building a positive ethos based on respecting and celebrating all types of difference in our school.
 - Creating a safe and happy environment, with consequent positive relationships that have an impact on learning and achievement.
 - Having a positive ethos that all pupils, staff and parents understand.
 - Work in school which develops empathy, social skills and emotional understanding e.g. using drama, role-play, stories etc., within the formal curriculum, Personal, Social Health and Economic Education (PSHE) and Social and Emotional Aspects of Learning (SEAL) to help pupils understand the feelings of bullied children, and to practise the restraint required to avoid lapsing into bullying behaviour.
 - Adopting a social model approach to bullying. Diversity is valued and everyone is included in our school.
 - Focussed work with individuals and groups of pupils where required to support understanding and development of social skills e.g. social skills groups, ELSA (Emotional Literacy Support Assistant), Jigsaw4U worker and CAMHS worker.
 - Ensuring playground and midday staff are trained and we have a range of activities at lunchtime to promote positive play.
 - Provide training to all school staff around bullying, including specific guidance on those groups who are most likely to be bullied.
 - Taking part in the annual national 'Anti-Bullying' week that takes place each November. All assemblies during that week will focus on the theme of bullying and how to deal with incidents if and when they occur.
 - Inviting pupils to tell us their views about a range of school issues, including bullying in pupil questionnaires.
 - Using time in class for example, circle time to praise, reward and celebrate the success of all children, and thus to help create a positive atmosphere.
 - Asking our School Council to investigate the issue of bullying and canvas their classmates in their regular meetings throughout the year. They will feedback any information they gain to the SMT and the governing body to help then formulate policy and work towards a vision of a school where bullying is eradicated.
 - Raising awareness of online bullying through regular e-safety lessons.

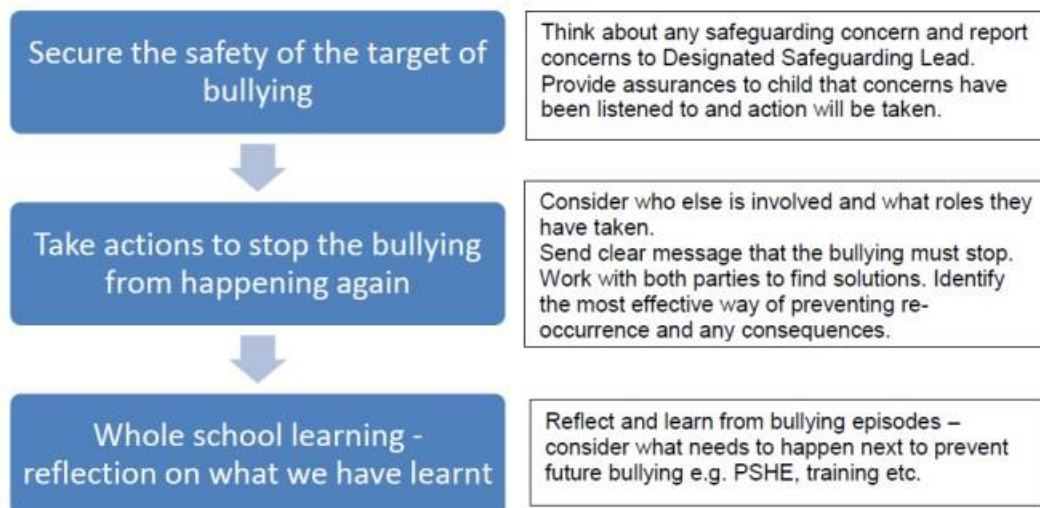
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Anti-bullying procedure

All incidents of bullying will be treated seriously and action will be taken to prevent it from taking place. The schools response to bullying will follow these principles:



For example, the following procedure could be used to resolve an instance of bullying:

- Initially support will be given to any child who is being bullied. When any bullying takes place between members of the same class, the class teacher will be responsible for dealing with the issue.
- If it is identified that a child has been bullied, then, after consultation with the Safeguarding Lead, the school will inform the child's parents/carer.
- The member of staff handling the case must record incidents on CPOMs under the bullying section of the programme. All incidents of bullying that have occurred both in and out of class, the school, near the school, or on the children's way between school and home must be recorded. Where bullying is witnessed outside the school and is reported, the Headmaster will record the incident on CPOMs.
- When reviewing the case the responsible member of staff must make an assessment of the appropriate course of action based on the severity of the bullying, impact of the bullying and whether there have been previous instances of bullying carried out by the same child. Actions may involve counselling and support for the victim of the bullying, and sanctions against the child who has carried out the bullying.
- Time will be spent talking to the child who has bullied, explaining why their action was wrong and encouraging them to change their behaviour in future.
- If a child is repeatedly involved in bullying other children, staff will inform the Headteacher.

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- The child's parents are then invited into the school to discuss the situation. In more extreme cases, for example where these initial discussions have proven ineffective, the Headteacher may contact external support agencies.
- The Headteacher will draw the attention of children to incidents at suitable moments using appropriate descriptions and language to protect the interests of all parties, including the audience. For example, if an incident occurs, the head teacher may decide to use an assembly as the forum in which to discuss with other children why this behaviour was wrong, and why a pupil is being punished.

Reporting bullying

Pupils are encouraged to talk to staff when they are unhappy or have concerns. Pupils should understand that they have a right to feel and be safe and a responsibility to support others to feel and be safe. This message will be reinforced in assemblies and in the classroom.

Pupils are encouraged to report bullying to:

- A trusted adult
- Their class teacher/TA
- Peer mentors or buddies

Children should also be aware that it is important to talk to a trusted adult if bullying is taking place outside of school.

Parents are also encouraged to report concerns and bullying to named individuals. This is normally the class teacher.

When instances of bullying are reported staff must LISTEN and BELIEVE. They must also involve children as far as possible in finding solutions.

Any adult who witnesses an act of bullying should come into school and inform the Head teacher so that it can be recorded on CPOMs and dealt with by the school.

Parental/carers concerns

If a parent/carers has any concerns about their child they should speak to the class teacher immediately. If a parent/carers thinks bullying is the issue, the matter will be referred to the headteacher. The headteacher is always informed of any bullying concerns and monitors the situation carefully. If a parent/carers feels unable to talk to the class teacher, they can make an appointment to speak directly with the Headteacher.

The school will work with both the child and the parents/carers to ensure that any bullying is stopped and that support is given where needed. Parents/carers should not confront the bully or their parents/carers. This can complicate the situation and distress the pupil.

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The school will deal directly with all children involved and their parents/carers directly. Parents/carers will be kept informed of any actions the school is taking. If parents/carers feel that their concern has not been dealt with appropriately they should follow the school's complaints policy.

Bullying through the use of ICT

In recent years, bullying through the use of electronic communication has become an issue in many homes and schools. Cloverlea has developed a separate policy to deal with this particular aspect of bullying (See E-Safety and Acceptable Use Policy).

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