

Heritage Park Primary School

Anti-Bullying Policy



Approved by: Senior Leadership Team

Last reviewed on: July 2025

Next review due by: July 2027

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Introduction

At Heritage Park Primary School we believe every child has the right to feel safe in school and enjoy their education without the threat of bullying behaviour. Our approach is to build the children's self-esteem and confidence across the school and empower each child to keep themselves safe. It is our intention that children understand what constitutes acceptable and unacceptable behaviour from others; we guide children to seek support when they feel it is necessary from adults within school. We intend that the policy is clearly understood and shared by all, children, staff and parents.

Definition

Heritage Park Primary School's definition of bullying is:

Bullying is ongoing, deliberate behaviour that upsets the victim. It is behaviour that is targeted and selective and can be direct (physical or verbal) or indirect (e.g. being ignored or cyber-bullying). It may be one person or a group.

Procedure

The following is a list of actions available to staff depending on the perceived seriousness of the situation. The emphasis is always on a caring, listening approach as bullies are often victims too and is potentially the reason behind why they bully.

If bullying is suspected we will:

- Talk to the suspected victim, gathering the information sensitively and in a nonintrusive manner.
- Identify the bully and talk about what has happened, to discover why they became involved. Make it clear that bullying is not tolerated.
- If the bully owns up then sanction procedures outlined in the Behaviour Policy will be followed.
- Incidents of bullying or alleged bullying will be recorded on the school's MyConcern system online; all members of staff who need to be aware of the incident will be informed.
- On occasions it may be necessary to involve all parties together to discuss the issues should they all agree.
- Allow children time to resolve the issues.
- Support and empower children to resolve the conflict & understand their role in the issues.
- Establish an agreement between the children where needed.
- Inform parents.
- Follow up with further discussions with individuals as and when appropriate.
- When necessary, support children individually or together.
- If the incidents persist and are causing a health and safety issue then the Headteacher could instigate exclusion procedures (see Suspensions and Permanent Exclusions Policy)

Prevention & strategies to reinforce the Anti-bullying Policy

- Children are made aware of the strategies to deal with low level issues and what to do in different situations including situations that arise online or with digital communication technologies.
- Children participate in discussions, debates and activities in class as part of our SMSC.
- Making use of curriculum opportunities to raise pupil awareness e.g. through RE, topic work, drama, story writing, literature and assemblies.
- A whole school reward system using house points.
- Good quality role models; such as School Council Members and House Captains.
- Adult modelling of appropriate response to a wide range of scenarios.
- Children & parents have a good knowledge of the policy.
- Children having a clear understanding of their rights and responsibilities.
- 'How to keep safe' is frequently discussed and taught in PSHCE lessons.

The role of governors

- The Governing Body supports the Headteacher in all attempts to eliminate bullying from our school. The Governing Body will not condone any bullying at all in our school, and any incidents of bullying that do occur will be taken very seriously, and dealt with appropriately.
- The Governing Body monitors incidents of bullying that do occur. The governors require the Headteacher to keep accurate records of all incidents of bullying, and to report to the governors about the effectiveness of school's Anti-Bullying Policy. If a parent is dissatisfied with the way the school has dealt with a bullying incident, they should follow the school complaints procedure (available on the school's website), by initially contacting the class teacher. If the concern remains, they should contact the Headteacher. If they are still concerned, they should contact the Governing Body via the school office.

The role of the Headteacher

It is the responsibility of the Headteacher to implement the school Anti-Bullying Policy, and to ensure that all staff (both teaching and non-teaching) are aware of the school policy, and know how to identify and deal with incidents of bullying.

- The Headteacher reports to the Governing Body about the effectiveness of the Anti-Bullying Policy and any recorded incidents on request.
- The Headteacher ensures that all children know that bullying is unacceptable behaviour.
- The Headteacher ensures that all staff, including midday supervisors, receive sufficient training to be equipped to identify and deal with all incidents of bullying.
- The Headteacher leads the school in making our vision a reality, where all members of the learning community nurture, value, respect and care for each other.

The role of all staff

- All forms of bullying are taken seriously, and proactive measures are taken to prevent it from taking place.
- All adults to deal with situations quickly.
- All adults to follow up what they have said e.g. keeping an eye, follow up discussion etc.
- Teachers and teaching assistants are responsible for recording of all incidents of bullying that happen in their class, and that they are aware of in the school. All incidents will be recorded on MyConcern. If a child is being bullied or is bullying others, the class teacher will inform the child's parents and the Headteacher. This provides a useful log to support intervention.
- When any bullying taking place between members of a class, the teacher will deal with the issue immediately, in accordance with the procedure, including offering support for both the victim and perpetrator of the bullying where appropriate.
- Members of staff attend training, which equips them to identify bullying and to follow school policy and procedures with regard to behaviour management.
- A range of methods are used to help prevent bullying and to establish a climate of trust and respect for all.

The role of parents

Parents have an important part to play in our anti-bullying policy.

We ask parents to:

- Look out for unusual behaviour in their child – for example, they may suddenly not wish to attend school, feel ill regularly, or not complete work to their usual standard.
- Always take an active role in their child's education. Enquire how their day has gone, who they have spent their time with, etc. If parents feel their child may be a victim of bullying behaviour, inform school immediately. Complaints will be taken seriously and appropriate action will follow.
- If suspected bullying is taking place, parents are asked not approach the alleged perpetrator, their parents or involve any older children to deal with the bully.
- It is important that children are not advised to fight back as this can often make matters worse.
- Reinforce the school's policy concerning bullying and make sure their child is not afraid to ask for help.
- If parent is dissatisfied with the way the school has dealt with a bullying incident, they should follow the school complaints procedure.

The role of children

Each term, or when incidents occur, class teachers will discuss bullying and reinforce the following strategies:

- Remember that silence is a bully's greatest weapon.
- Remind children that bullying is wrong and that no one deserved to be bullied.
- Encourage children to be proud of who they are and celebrate individuality.

- Support children in how to manage their emotions if they are being bullied, e.g. not showing that they are upset/scared as a bully may thrive on someone's fear.
- Encourage children to stay with a group of friends/people. There is safety in numbers.
- Remind children to seek out the support of a member of staff and how to remain strong by walking away and saying "no".
- Explain to children the importance of saving any messages such as texts or emails that make them feel uncomfortable, in order to show them to an adult. Highlight the importance of not responding to such messages.
- Remind children the importance of not fighting back as this can make things worse.
- Encourage children to tell a trusted adult immediately who can then support them.

What do you do if you know someone is being bullied?

- Tell an adult immediately. Watching and doing nothing looks as if you are on the side of the bully. It makes the victim feel more unhappy and on their own.
- Do not take direct action yourself - A member of staff will deal with the bully without getting you into trouble.

Monitoring and review

This policy is monitored regularly by the Headteacher, who reports to governors, on request, about the effectiveness of the policy. The governors will consider how and where incidents of bullying are recorded, and evaluate the school's approach. Governors will look out in particular for racist bullying, or bullying directed at children with special educational needs or disabilities.