



Garlinge Primary School and Nursery

Anti-Bullying Policy and Procedure

This policy shows what everyone in Garlinge Primary School and Nursery will do to prevent and tackle all forms of bullying.

This policy is based on DfE guidance as follows:

This policy is based on DfE guidance “Preventing and Tackling Bullying” July 2017 and supporting documents. It also considers the DfE statutory guidance “Keeping Children Safe in Education” 2024.

Designated Safeguarding Leads (DSL)	
Anna Northrop	Head of School (Lead DSL)
James Williams	Executive Headteacher
Stephen Cope	Head of School
Sarah Mansfield	Safeguarding Officer

Safeguarding Governor: Hannah Perry

Area Education Safeguarding Advisor: Robin Brivio

Date written: August 2024

Date agreed and ratified by Governor Body: _____

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Key Contacts

	Name	School Contact Information
Designated Safeguarding Lead (DSL)	Anna Northrop Head of School	northropa@garlinge.kent.sch.uk
Deputy Designated Safeguarding Leads	Sarah Mansfield Safeguarding Officer Stephen Cope Head of School James Williams Executive Headteacher	mansfields@garlinge.kent.sch.uk copes@garlinge.kent.sch.uk williamsj@garlinge.kent.sch.uk
Executive Headteacher	James Williams	williamsj@garlinge.kent.sch.uk
Safeguarding Governor	Hannah Perry	perryh@garlinge.kent.sch.uk
Senior Leadership Team	James Williams Executive Headteacher Anna Northrop Head of School Stephen Cope Head of School	williamsj@garlinge.kent.sch.uk northropa@garlinge.kent.sch.uk copes@garlinge.kent.sch.uk

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1. Policy objectives

This policy shows what everyone in Garlinge Primary School and Nursery will do to prevent and tackle all forms of bullying. The whole school community is committed to developing an anti-bullying culture where no bullying of adults, children or young people will be tolerated. All teaching and non-teaching staff, pupils and parents should know what bullying is and how to report it. As a school we take bullying seriously. Pupils and parents will be supported when bullying is reported.

2. Links with other school policies and practices

This policy should be referred to and used in conjunction with the following policies of the school:

- Accessibility Plan
- Positive Behaviour Policy
- Safeguarding Policy
- SEND Information Report and
- Single Equalities Policy

3. Links to legislation

There are several pieces of legislation which set out measures and actions for schools in response to bullying, as well as criminal and civil law. These may include (but are not limited to):

- The Education and Inspection Act 2006, 2024
- The Equality Act 2010
- The Children Act 1989, 2004
- Protection from Harassment Act 1997, 2024
- The Malicious Communications Act 1988
- Public Order Act 1986, 2024
- Preventing and Tackling Bullying (Advice for headteachers, staff and governing bodies), July 2017
- Cyberbullying: Advice for headteachers and school staff, November 2014
- Advice for parents and carers on cyberbullying, November 2014

4. Responsibilities

It is the responsibility of:

- The Head of School(s) to communicate the policy to the school community and to ensure that disciplinary measures are applied fairly, consistently and reasonably.
- School Governors to take a lead role in monitoring and reviewing this policy.
- Governors, the Head of School(s), the Senior Leadership Team, teaching and non-teaching staff to be aware of this policy and implement in accordingly.

- Staff to support and uphold the policy.
- Parents/carers to support their children and work in partnership with the school.
- Pupils to abide by the policy.

5. Definition of bullying

- Bullying can be defined as “*behaviour by an individual or a group, repeated over time which intentionally hurts another individual either physically or emotionally*”. (DfE “Preventing and Tackling Bullying”, July 2017).
- The repetitive, intentional hurting of one person or group by another person or group, where the relationship involves an imbalance of power. Bullying can be physical, verbal or psychological. It can happen face-to-face or online.
- Bullying can include name calling, teasing, making rude comments including homophobic name calling, kicking, spitting, hitting, taking belongings, nasty text messaging and electronic messaging (include through web-sites, social networking sites and Instant Messenger), sending unpleasant images by phone or via the internet, producing graffiti about someone, gossiping, leaving people out from groups and spreading hurtful and untruthful rumours.

Not all unpleasantness between pupils is bullying. Sometimes children can be mean to each other or break friendship groups, this is not bullying unless it happens repeatedly by the same person.

6. Types of bullying

Bullying can happen to anyone; it is not acceptable to bully anyone for any reason. This policy covers all types of bullying such as:

- Bullying related to race, religion or culture and beliefs
- Bullying related to special educational needs
- Bullying related to appearance or health conditions
- Bullying related to relationships
- Bullying of young carers and looked after children
- Bullying related to gender
- Cyber-bullying
- Other prejudice bullying not identified above

7. School ethos

Garlinge Primary School and Nursery communities recognises that all forms of bullying, especially if left unaddressed, can have a devastating effect on individuals; it can create a barrier to learning and have serious consequences for mental wellbeing. By effectively preventing and tackling bullying our school can help to create a safe and disciplined environment, where pupils are able to learn and fulfil their potential.

8. Responding to bullying

Ways of Reporting Bullying:

Pupils

If pupils witness bullying or feel they are being bullied, they can tell any members of staff who must pass the information on to the victim's and alleged bully's class teacher(s).

Pupils may also write down any worries they have about bullying to be read by the class teacher. Pupils must be aware that for incidents to be dealt with they must not report anonymously.

Staff

If a member of staff witnesses bullying, they must record this via CPOMS and alert the class teacher(s) of the incident as well as inclusion admin and the Department Lead/Class Teacher as appropriate.

Parents/Members of the public

Parent's / carers can report bullying by:

- Speaking to their child's class teacher.
- Contacting the school on 01843 221877

All enquiries whether found to be actual to be actual cases of bullying or not must be responded to within 2 school days.

Recording Bullying:

Class teachers or teaching assistants should record any incidents of bullying on CPOMS making clear the date, children involved, nature of bullying and whether there were witnesses to the alleged incident.

Dealing with Bullying:

Incident reports are reviewed weekly by the pastoral team. More than two incidents involving the same bullies or victims must be acted upon.

Informing Parents:

The Assistant Headteachers must be made aware of any incidents identified as bullying in their departments and will make the decision on when and how to inform parents.

Outcomes:

Pupils who are involved in incidents are supported with the best course of action which is decided depending on the matter of situation. Any actions which are not in line with the school's ethos must be dealt with according to the school's behaviour policy. Pupils (both bully or victim) may need to attend social skills groups, have access to a safe space, take part in restorative approaches or go to peer meditation etc.

The success of these interventions should then be evaluated at set times throughout the year so that the children involved are fully supported and bullying does not start again.

Schools have an obligation to deal with incidents of bullying that occur both in and out of school. By following this procedure, we can make sure that pupils are safe and also ensure that the school is following correct procedures should an incident be taken to outside authorities.

9. Preventing bullying

As a school community:

- Class teachers are there to listen and will help to solve any bullying as quickly as possible.
- To help raise awareness of bullying there are PSHE lessons, posters, displays, a School Council, school website, trained staff and safe spaces which all children can use as well as groups and activities which run at play and lunchtimes.
- Each year we celebrate Anti-Bullying Week as a whole school, promoting a culture of mutual respect, consideration and care for others.
- We actively provide systematic opportunities to develop pupils' social and emotional skills, including their resilience.
- We provide a range of approaches for pupils, staff and parents/carers to access support and report concerns.
- We consider all opportunities for addressing bullying in all forms throughout the curriculum and supported with a range of approaches such as through displays, assemblies peer support and the school/student council.

10. Involvement of pupils

We will:

- Teach children about what they need to do if someone is being bullied (at school, online or outside of school) – tell an adult at home or at school or use one of our procedures.
- Make sure that children know the procedures for reporting through regular teaching and learning opportunities, assemblies and participation in events such as anti-bullying week.
- Regularly canvas children and young people's views on the extent and nature of bullying.
- Ensure that all pupils know how to express worries and anxieties about bullying.
- Ensure that all pupils are aware of the range of sanctions which may be applied against those engaging in bullying.
- Involve pupils in anti-bullying campaigns in schools and embedded messages in the wider school curriculum.
- Publicise the details of internal support, as well as external helplines and websites.
- Actively promote the PART values.

11. Involvement and liaison with parents and carers

We will:

- Take steps to involve parents and carers to ensure they are aware that the school does not tolerate any form of bullying.
- Make sure that key information about bullying (including policies and named points of contact) is available to parents/carers in a variety of formats, including via the school website.
- Ensure all parents/carers know who to contact if they are worried about bullying and where to access independent advice.
- Work with all parents/carers and the local community to address issues beyond the school gates.
- Ensure that parents work with the school to role model positive behaviour for pupils, both on and offline.
- Ensure all parents/carers know about our complaints procedure and how to use it effectively, to raise concerns in an appropriate manner.

12. Monitoring and review: putting policy into practice

- The school will ensure that they regularly monitor and evaluate mechanisms to ensure that the policy is being consistently applied.
- Any issues identified will be incorporated into the school's action planning.
- The Head of School(s) will be informed of bullying concerns, as appropriate.

13. Useful links and supporting organisations

- Anti-Bullying Alliance: www.anti-bullyingalliance.org.uk
- Childline: www.childline.org.uk
- 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 Award: www.diana-award.org.uk
- Support: www.victimsupport.org.uk
- Young Minds: www.youngminds.org.uk
- Young Carers: www.youngcarers.net

SEND:

- Changing Faces: www.changingfaces.org.uk
- Mencap: www.mencap.org.uk
- SEND code of practice: <https://www.gov.uk/government/publications/send-code-of-practice-0-to-25>

Cyberbullying:

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

Race, religion and nationality:

- 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
- Tell Mama: www.tellmamauk.org
- Educate against Hate: www.educateagainsthate.com
- Show Racism the Red Card: www.srtrc.org/educational

LGBTQ:

- Barnardo's LGBT Hub: www.barnardos.org.uk/what_we_do/our_work/lgbtq.htm
- Metro Charity: www.metrocentreonline.org
- Proud Trust: www.theproudtrust.org
- Schools Out: www.schools-out.org.uk
- Stonewall: www.stonewall.org.uk
- Ending Violence Against Women and Girls (EVAW) www.endviolenceagainstwomen.org.uk