



# **Manor Way Primary Academy**

## **Anti Bullying Policy**

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Responsible Committee:	Local Advisory Board
Date approved:	January 2025
Next review date:	January 2026

## Anti-Bullying Policy

We are committed to providing a caring, friendly and safe environment for all of our students, so they can learn in a relaxed and secure atmosphere. Bullying of any kind is unacceptable at our school. If bullying does occur, all students should be able to tell and know that incidents will be dealt with promptly, severely and effectively. This means that anyone who knows that bullying is happening is expected to inform members of staff.

### What is Bullying?

At Manor Way Primary Academy, we have agreed on key principles:

- Bullying can be defined as “behaviour by an individual or a group, repeated over time that intentionally hurts another individual either physically or emotionally”. (DfE “Preventing and Tackling Bullying”, July 2017)
- At Manor Way Primary Academy, we use “**STOP**” to support children’s understanding of what bullying is - **Several Times On Purpose**, but also what they should do about it - **Start Telling Other People**
- Bullying can include: name-calling, taunting, mocking, making offensive comments, kicking, hitting, taking belongings, producing offensive graffiti, gossiping, excluding people from groups and spreading hurtful and untruthful rumours.
- This includes the same unacceptable behaviours expressed online, including sending offensive, upsetting and inappropriate messages by phone, text, instant messenger, through gaming, websites, social media sites and apps and sending offensive or degrading photos or videos.
- Bullying is recognised by the school as being a form of peer-on-peer abuse. It can be emotionally abusive and can cause severe and adverse effects on children’s emotional development.

### Types of Bullying

- **Emotional:** Derogatory name-calling of an insulting and/or personal nature. Demanding money, material goods or favours by means of threat or force.
- **Physical:** Pushing, kicking, hitting, punching or any use of violence because of some perceived physical, economic, sexual, intellectual, cultural or racial difference.
- **Racist:** Racial taunts, graffiti, or gestures that make an individual feel unwelcome, excluded, powerless or worthless because of their colour, ethnicity, culture, faith, community, national origin or national status.
- **Sexual:** Unwanted physical contact or sexually abusive comments
- **Homophobic:** Motivated because of, or focussing on the issue of, sexuality including homophobic, biphobic and transphobic. Homophobic bullying may also take the form of intimidating and ridiculing those who have gay parents/carers or family members.
- **Cyber:** All areas of the internet, such as email & internet chat room misuse. Mobile threats by text messaging and calls. Misuse of associated technology, i.e. camera & video facilities.

In terms of cyberbullying, the Education and Inspections Act 2006, includes legal powers, that allow Headteachers to regulate the conduct of pupils off-site and enable staff to impose disciplinary penalties for inappropriate behaviour. Schools are encouraged to contact the police if they believe threatening and menacing communications are happening.

- **Peer on Peer Abuse** can include (but is not limited to) bullying (including cyberbullying); sexual violence and sexual harassment; physical abuse such as hitting, kicking, shaking,

biting, hair pulling, or otherwise causing physical harm; sexting and initiating/hazing type violence and rituals.

### **Aims**

Developing an anti-bullying philosophy and ethos at Manor Way Primary Academy is a key priority. No forms of bullying will be tolerated and any incidents of bullying will always incur a disciplinary sanction.

- To prevent, de-escalate and/or stop any continuation of harmful or hurtful behaviour by any group or individual towards any other individuals or groups.
- To deal with bullying incidents in a fair, proportionate and consistent manner.
- To safeguard the victim of bullying and to trigger sources of support.
- To apply disciplinary sanctions to the perpetrator(s) causing the bullying and ensure they learn from the experience and change their behaviour.
- All governors, teaching and non-teaching staff, students and parents should have an understanding of what bullying is.
- All governors and teaching and non-teaching staff should know what the school's policy is on bullying and follow it when bullying is reported.
- All students and parents should know what the school's policy is on bullying and what they should do if bullying arises.

### **Signs and Symptoms**

A child may indicate through their behaviour or other signs that they are being bullied. Adults at the academy should be aware of these possible signs and that they should investigate them.

- They are frightened of walking to or from their school;
- They don't want to go into vulnerable areas of the school i.e. toilets, library, dining hall.
- They are unwilling to go to school;
- They become withdrawn, anxious, or lacking in confidence;
- There are changes in their behaviours.
- They have unexplained injuries.

These signs and behaviours could indicate other problems, but bullying should be considered a possibility and should be investigated

### **Procedure for dealing with incidents**

1. The incident will be dealt with immediately by the member of staff who has been approached or who suspects bullying may be happening;
2. A clear account of the incident will be recorded onto CPOMs and will be shared verbally with the Headteacher, DHT, AHT or DSL.
3. The Headteacher, Deputy Headteacher, AHT or DSL will interview all concerned and formally record the incident (on CPOMs);
4. Class teachers will be kept informed and if the situation persists class teachers will advise appropriate colleagues;
5. Parents will be informed;
6. Disciplinary measures will be used as appropriate and in consultation with all concerned.

If a child feels that they are being bullied, there are several procedures that they are encouraged to follow (not hierarchical):

- Tell a friend;
- Tell a teacher or adult whom you feel you can trust;

- Discuss issues with the most appropriate adult;
- Tell a parent or adult at home whom you feel you can trust;
- Discuss it as part of your PSHE time;
- Ring Childline and follow the advice given.

### **Preventative Strategies**

As an effective school, we will promote an open and honest anti-bullying ethos through a range of opportunities:

- Remind children regularly of “**STOP**”
- Use curriculum opportunities (e.g. PSHE, History, RE etc) to discuss issues around diversity and focus on anti-bullying messages;
- Use opportunities throughout the school year to raise awareness e.g., Anti- Bullying Week, assemblies etc;
- Promote open and honest reporting of bullying incidents;
- Encourage the school environment and school routines where possible to reduce ‘opportunities’, ‘hotspots’ and ‘risk areas’ for bullying.

### **Outcomes**

**Those who have been bullied will be supported:**

- Offered an immediate opportunity to discuss the experience with a staff member;
- Re-assured and to be offered continuous support (including peer support if appropriate) to enable self-esteem and confidence restored.
- Changes made to classroom seating/social times if required

Those who have committed bullying will also be supported:

- Discussing what has happened and discovering why they became involved;
- Establishing why their actions are wrong and the need for change;
- Supporting the pupil in making changes to their behaviour to prevent bullying from occurring again;
- Engaging the support of parents/carers to help with changing the attitude of the bully;
- Having their behaviour closely monitored.

The following disciplinary steps will be taken, in line with the school's Behaviour Policy:

- Official warnings to cease offending;
- Exclusion from certain areas of the school site or supervised access including at certain times of day;
- A period of fixed term exclusion – in school or offsite;
- Permanent exclusion

### **Monitoring**

To monitor the effectiveness of this policy, the academy will maintain rigorous records of all bullying incidents for a range of reasons:

- Manage individual cases effectively;
- Evaluate the effectiveness of strategies;
- Celebrate the anti-bullying work of the school;
- Demonstrate clear procedures and decision-making in the event of complaints;
- Engage and inform multi-agency support as necessary.

This policy is monitored regularly by the Headteacher who reports to governors about its effectiveness and who in turn will review the policy annually.

### **Advice to Parents**

As the parent of a child whom you suspect is being bullied

1. Report bullying incidents to the class teacher, the Headteacher (Mr Simpson) or Assistant Headteachers (Mrs Golden and Mrs Griffiths)
2. In cases of serious bullying, the incidents will be recorded by staff and the Headteacher (Mr Simpson) will be notified.
3. Parents will be asked to attend a meeting to discuss the problem.
4. The bullying behaviour or threats of bullying must be investigated and the bullying stopped quickly.
5. An attempt will be made to help the child using unacceptable behaviour towards others, to change their behaviour.

We ask that parents do not:

- Attempt to sort the problem out yourself by speaking to the child whom you think may be behaving inappropriately towards your child or by speaking to their parents.
- Encourage your child to be 'a bully' back.

Both of these will only make the problem much harder to solve.

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### **Helpful Resources:**

- Parenting and Family Support 0808 800 2222
- Youth Access 020 8772 9900
- Bullying Online [www.bullying.co.uk](http://www.bullying.co.uk)
- Kidscape website [www.kidscape.org.uk](http://www.kidscape.org.uk)
- Anti-Bullying Alliance: [www.anti-bullyingalliance.org.uk](http://www.anti-bullyingalliance.org.uk)
- Childline: [www.childline.org.uk](http://www.childline.org.uk)
- MindEd: [www.minded.org.uk](http://www.minded.org.uk)
- NSPCC: [www.nspcc.org.uk](http://www.nspcc.org.uk)
- Young Minds: [www.youngminds.org.uk](http://www.youngminds.org.uk)

### **Cyberbullying**

- Childnet: [www.childnet.com](http://www.childnet.com)
- Think U Know: [www.thinkuknow.co.uk](http://www.thinkuknow.co.uk)
- UK Safer Internet Centre: [www.saferinternet.org.uk](http://www.saferinternet.org.uk)
- The UK Council for Child Internet Safety (UKCCIS)

[www.gov.uk/government/groups/uk-council-for-child-internet-safety-ukccis](http://www.gov.uk/government/groups/uk-council-for-child-internet-safety-ukccis)