



St Bernadette's Catholic Primary School

Anti-Bullying Policy

Agreed by the Governing body: 29.3.22

Agreed by the Headteacher: 29.3.22

Reviewed: 23.9.24

To be reviewed: Sept 2026



Article 3: The best interests of the child must be a top priority in all decisions and actions that affect children.

Statement of intent

St Bernadette's Catholic Primary School strongly believes that bullying behaviour is totally unacceptable and must not be tolerated. All members of the school community share a collective responsibility for tackling bullying should it occur and in working together to promote positive behaviour. We feel strongly that as duty bearers, we have the responsibility that young people as right holders, are taught from birth how to respect others without prejudice. The school acknowledges it has a legal duty to prevent and tackle all forms of bullying behaviour for both young people and adults within the school community.

This policy has been drawn up with the involvement of all stakeholders and compliments the Statement of Shared Values on which St Bernadette's Catholic Primary School bases its work.

Please also refer to the Child Friendly Anti-Bullying Policy developed by St Bernadette's School Council and agreed by all pupils.

In setting policy objectives for this school, we will take due regard to the Equality Act 2010 general duty to:

- Eliminate discrimination, harassment, victimisation and any other conduct that is prohibited under the Act.
- Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it; this means removing or minimising disadvantages suffered by persons who share a relevant protected characteristic that are connected to that characteristic.
- Take steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of persons who do not share it.

This school policy is based on the Welsh Government guidance series 'Challenging *Bullying – Rights, Respect, Equality*' which includes statutory guidance for local authorities and governing bodies, as well as advisory guidance for children and young people, parents and carers.

We will ensure that all pupils, parents, staff, governors, and others are aware of this policy and know that appropriate action will be taken.

We acknowledge that bullying can and does happen in all schools, play & youth settings, as well as in the wider community; and that bullying can happen to adults in the workplace. The school will endeavour to respond appropriately as if it had happened on site by involving external agencies.

Aims

This policy in partnership with the Anti- Hate Crime, Hate Incident and Harassment Policy is essential to support our whole school ethos, **which is to ensure that the whole school community can learn without fear, feel safe, secure, confident and happy free from humiliation, harassment, oppression, and abuse.**

It is designed to **prevent** bullying behaviour wherever possible, to **respond** consistently in line with agreed procedures should it occur and to provide **support** to those involved as appropriate.

Objectives and desired outcomes of the policy

As a school which supports young people in becoming independent, respectful and resilient adults who dually respect the rights of others and of themselves, we feel strongly that this policy will support the whole school community in preventing both bullying and hate crime incidents.

Our aims of this policy are as follows;

- reduce bullying incidents, including for pupils with protected characteristics.
- ensure all stakeholders understand what bullying is and how to recognise it.
- increase the likelihood that incidents will be reported to a responsible adult.
- intervene effectively when incidents occur.
- improve pupil attendance.
- equip pupils and parents with strategies to respond to bullying behaviour.
- reinforce the anti-bullying ethos with whole school inset, staff meetings etc.
- listen and act on pupil opinion.
- provide peer support and reinforce the anti-bullying message through Health and Wellbeing/Jigsaw as a supportive tool/parental support.
- make school a safer and more enjoyable place.

What is Bullying?

There is no legal definition of bullying in Wales. Previous Welsh Government anti-bullying guidance (Respecting others: Anti-bullying overview, Guidance document No: 050/2011) states that bullying is:

- deliberately hurtful (including aggression);
- repeated over a period of time (whilst recognising that a one-off incident can leave a pupil traumatised and nervous of future recurrence);
- difficult for targets to defend themselves against.

In order to develop our Anti-Bullying Policy, we have worked with both the duty bearers and right holders to define bullying and hate crime. This is crucial in order for the whole school community to recognise bullying and prevent it. It is vital that each member of the school community understands that it is **everybody's responsibility to identify, respond and prevent bullying in both young people and adults.**

The St Bernadette's definition of bullying is...

Intentionally and repetitively causing another person physical or emotional injury due to their differences or for no reason at all.

This is also supported by the definition provided by Welsh Government - Rights, respect, equality: Statutory guidance for governing bodies of maintained schools (2019):

“Behaviour by an individual or group, usually repeated over time, that intentionally hurts others either physically or emotionally.”

Bullying is about power. Victims feel powerless to stop it. Others, such as parents for instance, may feel powerless to know how to help. Whatever the reason, bullying is never acceptable and will not be tolerated.

Bullying can take many forms but may be: (Compiled by Pupil Voice, Parental and staff contribution.)

- **physical** – kicking, tripping someone up or shoving them, injuring someone, damaging their belongings or gestures of intimidation;
- **verbal** – taunts and name-calling, insults, threats, humiliation or intimidation;
- **emotional** – behaviour intended to isolate, hurt or humiliate someone; sly or underhand actions carried out behind the target’s back or rumour-spreading’ bullying that tries to harm the target’s relationships, drawing their friends away, isolating or humiliating someone or deliberately getting someone into trouble;
- **sexual** – unwanted touching, threats, suggestions, comments and jokes or innuendo. This can also include sextortion, so called ‘revenge porn’ and any misuse of intimate, explicit images of the learner targeted;
- **online (cyber)** – using any form of technological means, mobile phones, social networks, gaming, chat rooms, forums or apps to bully via text, messaging, images or video; **(See also Online Safety Policy)**
- **Prejudice-related** – bullying of a learner or a group of learners because of prejudice. This could be linked to stereotypes or presumptions about identity.
- **Prejudice-related** - bullying includes the protected characteristics. (Including age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation) Prejudice can and does also extend beyond the protected characteristics and can lead to bullying for a variety of other reasons such as social status and background.

‘Cyber Bullying’ is defined as behaviour that meets the above definition of bullying and uses a form of technology.

For definitions on hate crime/incidents and harassment refer to Hate Incident / Crime and Harassment Policy.

What is not bullying?

Bullying is not when two people have an occasional fight or disagreement.

Defining bullying with FP Children	Defining bullying with KS2 Children
<p>It is bullying when people:</p> <ul style="list-style-type: none"> ● Hurt others on purpose – especially hitting or kicking. ● Say they will hurt others ● Tease others unkindly ● Call others names ● Take others things, spoil them or take them away ● Say unkind things about others whether true or not. ● Prevent others from joining in their work, play or group activity. 	<p>It is bullying when people:</p> <ul style="list-style-type: none"> ● Deliberately hurts others time after time when people are unable to defend themselves. ● Tease others especially when the person being teased gets upset about it. ● Call others names especially when the names are about how people look: e.g. race colour, appearance, culture, ethnic origin and any form of disability. ● Threaten that they will hurt others. ● Attempt to take the possessions of others with force. ● Force others to do things that they know they should not do. ● Hurt others physically. ● Spoil, damage, take or throw away other people's belongings ● Leave people out of play, groups or other social activities deliberately and frequently. ● Exaggerate tales or spread rumours particularly when meaning harm to the person. ● Act maliciously towards others openly or by stealth. ● Make offensive remarks, hiss or otherwise show that they are intending to hurt or dominate.
<p>It is not bullying when people:</p> <ul style="list-style-type: none"> ● Hurt others by accident ● Don't know that others want to join in. ● Won't let other people have their own way. ● Ask others to wait their turn. ● Want others to go by the rules. ● Borrow or use other people's things without asking if they do not realise the things are for general use. 	<p>It is not bullying when people:</p> <ul style="list-style-type: none"> ● Borrow things and forget to return them. ● Ask if they can join in. ● Call people by a name that they are happy with. ● Hurt others accidentally. ● Give good reasons why others cannot be included I a group activity. ● Two people have an occasional argument or disagreement.

Possible Signs of Bullying

Young people and adults may not always show signs of them being bullied. However, it is crucial that we look out for signs of bullying in order to prevent and support. Both the young people of St Bernadette's and the duty bearers shared experiences of bullying and compiled a list of possible signs to look out for.

- Changes in behaviour – Not complying or following instructions.
- Becoming shy, quiet and withdrawn. A change in character or personality.
- Becoming nervous during a group or whole class activity.
- Feigning illness.
- Clinging to adults.
- Schoolwork/work may deteriorate.
- Lack concentration or not want to go to school/work.
- Socially distant.

Our whole school approach to preventing bullying includes:

These approaches were set and agreed by both the duty bearers and the rights holders of St Bernadette's Catholic Primary School. It is imperative that this list is thought of as a working document in order to constantly review the effectiveness of our actions and protocols. Such practices will allow us to **identify, respond** and **report** both bullying and hate crimes (*see separate policy*) effectively.

Please refer to our St Bernadette's 'Response to bullying flow chart' at the end of this policy.

As a school we will:

- Ensure that there is a designated anti-bullying, hate crime, hate incidents and harassment lead. At St Bernadette's these are Suzanne Williams and Clare Heathfield.
- The key responsibilities would be: anti-bullying / anti-hate and harassment policy creation; review and ongoing development; implementation of policy and monitoring of its effectiveness and progress; managing the bullying incident process, e.g. interventions used, reporting, recording, monitoring and evaluating; ensuring new staff/pupils/parents are inducted into the policy.
- Provide support and advice to families in regards to identifying bullying, reporting it and supporting your child through various external agencies. You can find the contact details for such agencies at the back of this policy.
- Raise awareness about bullying behaviour by..... Anti-bullying week activities every November / assemblies / Jigsaw / curriculum content and Safer Internet Day.
- Use opportunities across the **new curriculum for Wales 2022** to embed positive behaviour and respect. Opportunities will not be limited to the Health and Wellbeing Area of Learning Experience but extended across all curriculum areas and beyond.

- **Use interventions** such as SEAL, The Right Way: A Children's Rights Approach in Wales and AGENDA: Making Positive Relationships Matter, as a whole-school strategy to address bullying behaviour.
- **Utilise opportunities for addressing bullying through, displays, posters, Worry Monster,RRSA, restorative justice sessions, peer support and the School Council.**
- **Make the information in this policy available to everyone in our school community – through availability on website / staff handbooks / school prospectus/ consultation meeting.**
- **Involve all members of the school community in designing /implementing the policy- using school council to develop a "child friendly version" (See *child friendly version*)**
- Develop a positive ethos which includes knowing bullying is unacceptable.
- **Expect positive behaviour which helps and supports learning and development. Such expectations to be made visible for all children, including Early Years, through Class Charters.** (See also Behaviour Policy)
- Encourage bystanders who witness bullying to act positively by alerting staff and exerting collective peer pressure to deter perpetrators.
- **Value and celebrating everyone's differences, skills and talents through Twitter, Merit assemblies and in class rewards.**
- Support the development of emotional literacy, self-esteem and resilience through: assemblies, group work, Circle Time, Jigsaw, Mental Health Outreach programme (UNICEF) the Healthy Schools programme, teaching pupils personal coping strategies, School Council involvement, Buddy schemes, mediation and restorative techniques.
- Train all staff including lunchtime staff and learning coaches, teaching assistants and support staff to identify bullying and follow school policy and procedures on bullying. Training needs will be reviewed annually for all members of staff.
- **Actively create "safe spaces" for vulnerable children and young people. This will include an indoor and outdoor space.**
- Continuously review and update policy in line with best practice and findings.
- Contact relevant outside agencies where appropriate.
- Actively involve our designated School Police Officer in the delivery of the Wales Police School Programme. This is to include Cyber Bullying support and workshops for KS2 pupils.
- Show respect for others and challenging and educating about inappropriate language that is; racist, homophobic, sexist, religiously biased, disablist or would be deemed offensive or derogatory by any protected groups named in the Equality Act.
- **Set out clear guidelines for parents/carers wishing to complain about bullying.** Under section 29 of the Education Act 2002 school governors are required to have and publicise a complaints procedure. A school complaints procedure must be available on the school website and/or made available on request from the school. You will find the St Bernadette's Complaints Policy on our school website under the 'Policy' section.

- Set out clear age-appropriate guidelines for pupils wishing to complain about bullying – **Please refer to the St Bernadette's child friendly Anti-Bullying Policy.**
- Ensure all parents/carers sign and agree to the Accessible User agreement and the Online Code of Conduct.
- All staff model appropriate positive behaviours by example.
- Ensure all staff are trained to the appropriate level on Violence Against Women, Domestic Abuse and Sexual Violence (VAWDASV)

We will involve students by:

- Regularly canvassing young persons' views on the extent and nature of bullying.
- **Ensuring students know how to express worries and anxieties about bullying.**
- **Ensure all children from a young age are emotionally literate and are able to identify what emotions look like on both themselves and others.**
- Ensuring all students are aware of the range of sanctions that may be applied against those engaging in bullying.
- Involving students in anti-bullying campaigns in schools.
- Offering support to students who have been bullied.
- Working with students who have been bullied to address the problems they have.
- Setting firm consequences for those who carry out the bullying. This will include contact with parents and sanctions.
- Ensuring all young people at St Bernadette's receive regular information and support on how to be safe and sensible online. This will include age restrictions, limitations and their 'cyber mark.'

We will ensure that:

- Parent(s)/carer(s) know whom to contact if they are worried about bullying. Governors will be responsible to ensure that this information is made available to all parents.
- **Parents know about our policy by publicising it on the school website and giving guidance on how to use it effectively.**
- Parent(s)/carer(s) know where to access independent advice about bullying.
- Work with parent(s)/carer(s) and the local community to address issues beyond the school gates that give rise to bullying.
- Provide information about workshops and support for families effected by bullying. Please refer to the list of external agencies offering support at the back of this policy.
- **Parent(s)/carer(s) are aware of age restrictions and up to date guidance on keeping their children safe online.**

Encouraging reporting if Bullying occurs:

It is important that we create an atmosphere in our school where anyone who is being bullied, or others who know about it, feel that they will be listened to, and that

action taken will be swift and sensitive to their needs. The young people of St Bernadette's feel strongly that there are opportunities for young people to share incidents in a safe and discreet manner. Disclosure (telling an adult) can be direct and open or indirect and anonymous. Everyone must realise that not telling means that bullying is likely to continue. It is a priority that we create an ethos of trust amongst the school community.

Stakeholders have agreed to the following approaches to responding to bullying incidents;

Young people

- Each class will agree to a Class Charter at the start of each academic year which highlights and helps create an environment of Respect, Trust and Consideration for others.
- Consequences and sanctions for bullying are shared via the Class Charter and are visible for all to see each day. The non-negotiable of Respect is to be apparent.
- If bullying is witnessed all must agree to inform an adult immediately. This can be a member of staff, a family member or for it to be placed into a 'worry jar' which will be next to each Class Charter.
- A child can access a 'Safe Space' for an agreed period of time. Incidents of bullying can also be recorded here discreetly.

Duty bearers within school

- To ensure that Class Charters are signed by all children and all adults working within the class at the start of the academic year. Set high expectations of Respect, Trust and Consideration.
- All reports will be taken seriously and investigated.
- Confidentiality for anyone who shares information will be respected.
- Opportunities for children to communicate concerns discretely include a problem box access to any member of staff, representation on the School Council and buddies/mentors who will pass on concerns.
- To listen to the concerns of the child reporting bullying. Note down key points and share with SLT. Parents to be informed.
- Communicate with parents of the child being bullied and keep them up to date with the situation.

Guidance for parents

If a parent is made aware that their child may be being bullied within school, they may take the following steps;

- Listen without getting angry or upset. Put your own feelings aside, sit down and listen to what your child is telling you so you can give them the best support.
- Never tell your child to hit or shout names back. It simply doesn't solve the problem and if your child is lacking confidence then it just adds to their stress and anxiety.

- **Aim to work together with the school** and make it clear that you are seeking the school's help in finding a solution. Inform the school immediately and give as much information as possible.
- Note down any actions that the school are going to take.
- Tell the school each time there is an incident. Write down what they say or do and any impact their actions have.
- Keep a diary and write down every incident as soon as possible after it happens. Include the date, what happened, who did it and who saw it. Include the effect on your child, whether your child told anyone and what they said or did and any later effects.
- Make an appointment with the class teacher or head of year. We want to ensure that we work together to resolve the situation.
- If you are not satisfied with the school's response you can contact the Head of Governors – Paul Newbury or the Local Authority.

If your child is experiencing any form of electronic bullying:

- Ensure your child is careful whom they give their mobile phone number and e-mail address to.
- Block users who have made malicious communications.
- Check exactly when a threatening message was sent.
- Take screen shots of whole conversation threads.
- Keep video files from social media posts.
- Where necessary report to the police.

Please refer to the flow chart at the end of this policy.

Please consult the schools Online Safety policy for a more in-depth approach to issues of bullying and staying safe online, which includes age restrictions, cyber marks and limitations.

If bullying occurs we will implement the following procedures, as appropriate, in line with the Welsh Government guidance series '*Challenging Bullying – Rights, Respect, Equality*' We will take all incidents seriously and record their occurrence on a Bullying Log.

- A designated person will monitor and collate information on victims of bullying and perpetrators, that person will:
- Investigate the incident / establish facts by independently talking to all involved.
- Use appropriate restorative intervention techniques to manage difficulties between perpetrators & targets; encourage reconciliation where this is possible/ feasible.
- Where bullying behaviour has been established, implement agreed sanctions consistently and fairly as necessary to prevent further incidents.
- Involve parents as early as possible where appropriate.
- Keep accurate, factual records of all reported incidents and the school's response.
- Always follow-up incidents after they have been dealt with and review outcomes to ensure bullying behaviour has ceased.

- Provide on-going support for those involved where necessary; Welsh Government leaflets are available for children, young people and parents/carers.

The school will offer restorative techniques and look to repair harm. It may also, depending on the type of incident, use sanctions, these may include;

- Withdrawing privileges/free time.
- Preventing access to parts of school.
- Short- or long-term exclusion
- Detention or lunchtime exclusion.
- Involving parents when necessary.
- Involving appropriate outside agencies.

Support for staff who are bullied

Bullying of staff, whether by pupils, parents, or colleagues, is unacceptable. The school will seek to comply with advice from the Welsh Government for headteachers and school staff on how to protect themselves from cyberbullying and how to tackle it if it happens. It is important to note that any aim, measure or forwarding action in regards to bullying within school applies to both young people and staff.

School system for keeping records of bullying incidents

An Incident recording form (Bullying, hate crime, hate incident, harassment, 'other') is attached. Such data should be analysed termly, and subsequent resources and advice will be targeted accordingly and will be accessible to the Local Authority via My Concern, our online recording system.

All members of staff to report incidents of alleged bullying or upset to the class teacher. The class teacher is to log any incidents of alleged bullying within their class incident books when it is brought to their attention or witnessed. The checklist of bullying will be referred to, to deem whether the incident is bullying or not. All incidents are to be reported to SLT and appropriate sanctions to be carried out.

Review, Monitoring and Evaluation

The final details of this policy have been drawn up in consultation with pupils, parents, staff and members of the school community.

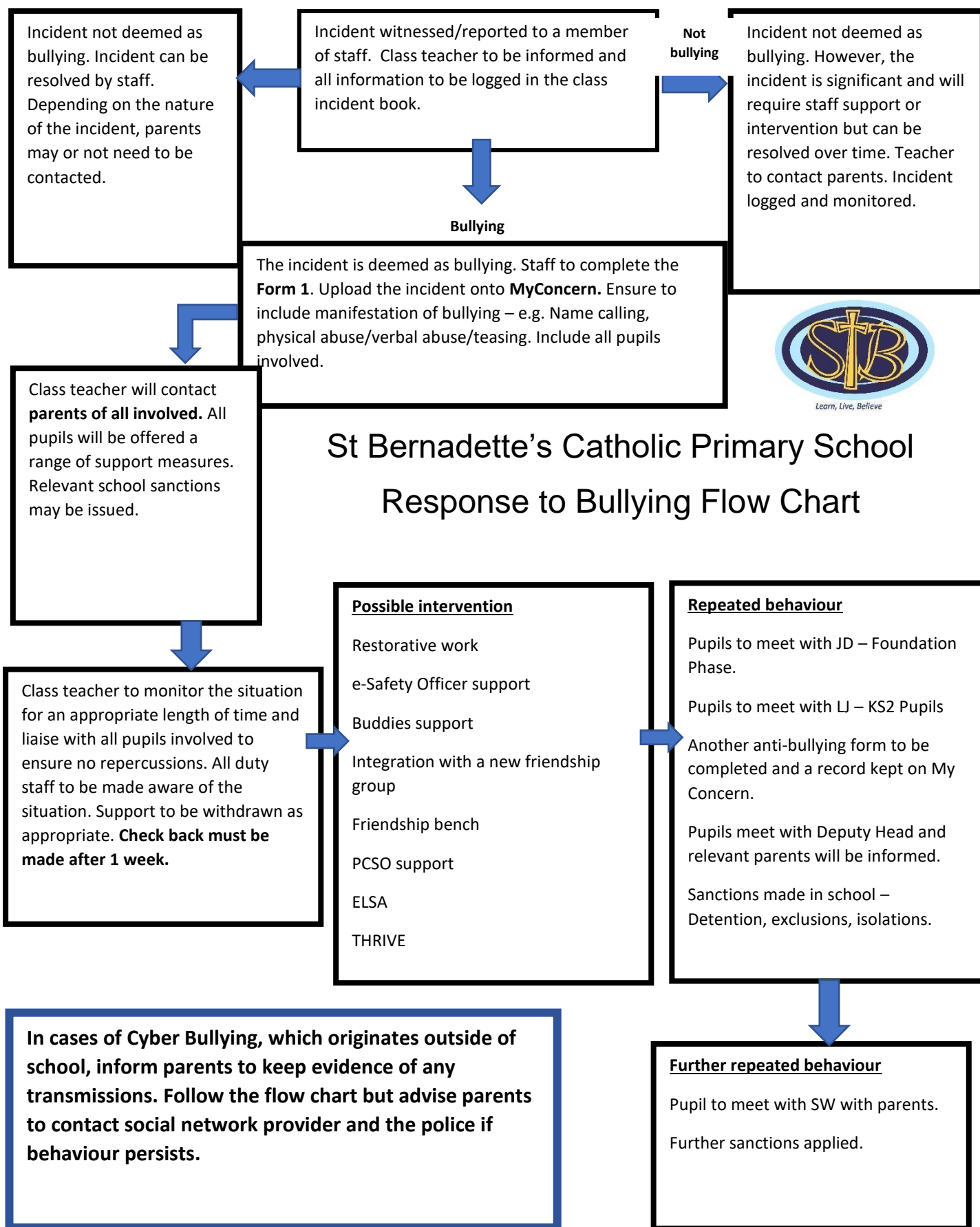
It will be discussed, reviewed, and revised annually.

This policy and accompanying procedures will be monitored and the effectiveness will be evaluated in the light of:

- numbers of pupils being bullied.
- pupil's willingness to report incidents
- staff vigilance and response to bullying behaviour
- numbers of pupils and parents feeling secure about the school's response to bullying.

Data will be gathered via Parent, Pupil and staff questionnaires.

The Designated Person(s) for Anti-bullying is:	Danielle McFarland	H&WB Lead
The Senior Members of Staff with responsibility for this policy area is:	Suzanne Williams	HT
The Governor with oversight of this policy is:	Sarah Jenkins	H&WB Link Governor
Agreed by the Governing Body		Date: 29.3.22
Head Teacher		Date: 29.3.22
To be reviewed		Date: 2024



St Bernadette's Catholic Primary School Response to Bullying Flow Chart

FORM 1 Initial Investigation into an Allegation of Bullying		
Incident was bullying if all 4 features below are confirmed: <ul style="list-style-type: none"> ● Hurt has been deliberately/knowingly caused (physically or emotionally) ● It is a repeated incident or experience over time. ● It has caused feelings of distress, fear, loneliness, humiliation and a lack of confidence in those who are being targeted. ● Involves an imbalance of power. 		
Child(s) name (s) alleged to be the target of bullying behaviour:		
Child(s) name(s) alleged to be the perpetrator of bullying behaviour:		
Year group:		
Form of referral:	Phone	Letter
	Verbal	Email
Details of incident: Target(s) account (Copy/paste info from email)		
Details of incident: Perpetrator(s) account		
Date:		
Witnesses/bystanders statements:		