



Anti-Bullying Policy

St James CE Primary School

Reviewed - September 2026

Next Review – September 2027

At St James CE Primary School our Christian Vision is Journeying Together to Live, Learn and Laugh with the Love of God '*Do everything in love*' 1 Corinthians 16:14. We aim to maintain and develop a Christian ethos and encourage an atmosphere of warmth and calm, where all in our school community are equally valued, are listened to and work together as part of the wider community.

Affirmation

St James CE Primary School recognises that bullying of anyone in our school community is an issue to be taken seriously. We recognise the damage it can cause to the education of the victim, the wellbeing of the victim, the perpetrator, and the school as a whole. We are committed to working towards its complete eradication and to establish appropriate means of providing after care should an incident of bullying occur.

We are committed to ensure our school acts proactively to ensure that we meet our duties under the Equality Act and challenge bullying of anyone due to their differences or perceived differences.

https://www.equalityhumanrights.com/sites/default/files/psed_guide_for_schools_in_england.doc

Definition of Bullying

Our school defines bullying as the persistent, intentional physical, verbal, relational, or online hurt directed toward an individual or group where there is an unbalance of power, distinguishing it from short-term peer conflicts or accidental unkindness. We are committed to preventing all forms of bullying—including physical aggression, name-calling, social exclusion, cyberbullying, and prejudice-based harassment targeting protected characteristics under the Equality Act 2010.

Single incidences of verbal or physical attack, and behaviour, which is hurtful but not intentional, should also be taken seriously and dealt with accordingly.

Safeguarding and Wider Safety Responsibilities

St James recognises that bullying prevention forms part of our wider responsibility to safeguard pupils, staff and visitors and to create a safe and secure environment for all.

In line with Martyn's Law (The Terrorism (Protection of Premises) Act 2025),

the school is committed to being prepared for serious incidents that may pose a risk to safety. While the law focuses on protecting people from the risk of terrorism, the principles of awareness, preparedness, clear communication and proportional response support the school's overall safeguarding culture.

The school ensures that:

- Staff are aware of safety procedures and how to respond to emergencies
- Pupils feel safe, supported and know who to speak to if they are worried
- Protective and safeguarding procedures are proportionate and appropriate to an educational setting

These measures complement our Anti-Bullying Policy by helping to create a calm, secure environment in which bullying and intimidation are not tolerated, and where the wellbeing of all members of the school community is paramount.

Preventing Bullying happening in our school

We foster a clear understanding that bullying, in any form, is not acceptable. We are proactive in our approach to preventing bullying by:

- Regularly discussing of our school's values in the classroom, the playground, whole school assembly, and collective worship. Children are encouraged to show kindness and respect to each other, staff, and the wider community.
- Using the curriculum to develop children's understanding of bullying and its effects.
Developing through our RE teaching understanding, tolerance, and acceptance of all regardless of their religious beliefs.
- PSHE lessons, including circle time encouraging good behaviour and developing understanding and acceptance of cultural differences and diversity.
- Anti-bullying focused week
- Regular praise of positive and supportive behaviour by all staff using verbal praise, stickers and through team and class points system
- Worry Box for children to use to express anxieties or concerns
- Anti-Bullying Workshops and Performances

The Roles and Responsibilities

Staff

- Staff must act firmly against bullying wherever and whenever it appears
- Individual members of staff must be alert to signs of bullying and act promptly and firmly against it.

Failure to respond to incidents may be interpreted as condoning the behaviour.

Children

It is important that our children should:

- Be involved in the development and reviewing of anti-bullying policies and practice
- Learn about what constitutes bullying and what to do about it
- Have opportunities to develop the skills to resist bullying and to deal with bullying. Be aware that knowing about bullying by or to others and doing nothing is unacceptable.

Parents / Carers

Our parents' / carers' role is to help the school to deal with bullying. They should:

- Discourage their children from using bullying behaviour at school, at home or elsewhere
- Take an active interest in their children's school life, especially with regard to friendships, playtime, and the journey to and from school.
- Watch out for signs that their children are being bullied, or are bullying others
- Contact the school at the first sign if they are worried that their children are being bullied or are bullying others.

Governors

The Governors' role is to ensure that the school has a policy, that all staff operate the policy and that it is effective. The governing body should:

Review the school's bullying policy regularly

- Consult all interested parties in revising the policy as necessary
- Help to explain the policy to all interested parties
- Ask for information to enable it to monitor the implementation and evaluate the effectiveness of the policy.

All members of St James school community are encouraged to:

- Be ready, respectful, and responsible.
- Be a STAR learner
- Follow the St James Way.

Throughout their time with us at St James, children will have the opportunity to experience what it is to be part of a community. As part of this experience there will be daily encounters with other people, which will provoke various examples of ways in which people relate to one another. The lead examples will come from the staff and their relationship and interaction with one another, but this will also permeate to pupils across the school.

School will:

- Participate in national and local initiatives such as Anti-bullying Week and Safer Internet Day
- Seek to develop links with the wider community that will support inclusive anti-bullying education
- Offer support to parents on how to help their children engage safely and responsibly with social media, perhaps through a parents' evening, advice in a school newsletter or signposting to other sources of support and advice
- Regularly counsel and educate the whole school community on e-safety and the prevention of cyber-bullying
- Consider the use of specific strategies e.g. peer mentoring
- Raise awareness of the nature of bullying by producing a child friendly version of this policy document.

Procedures for dealing with bullying

When an allegation has been made, the following procedure should be followed:

- Discussions with the victim. This will require patience and

understanding.

Remember we can use the "TED" model for asking open ended questions: "Tell me about that", "Explain that to me", "Describe that"

- Identify the bully/bullies
- Discussions with the bully/bullies. Record evidence (pupils, class, date, incident, type of alleged bullying, discussion and sanctions) in the class behaviour book or on CPOMS. These incidents will be reviewed regularly to see if any patterns are evident involving the same child/ children
- Make it clear that bullying is not acceptable at Bishop Martin CE Primary School
- Inform Senior leaders and give written ascertained details
- Separate discussions with parents of bully and victim
- Where patterns are evident, evidence will be recorded on safeguarding record sheet and passed on to safeguarding team
- Decide on the course of action and what support is needed. Sanctions for the bully may include withdrawal from favourite activities, loss of playtimes, report card, isolation from class or exclusion from school, depending on the perceived severity of the incident(s)
- Continue monitoring the situation by observing at playtimes/lunchtimes and having discussions with the victim to ensure no repetition.

In the Early Years Foundation Stage staff will record any incidents between children, or information from parents about the alleged treatment of their child by others in a confidential diary. Incidents will be recorded following the guidelines for Key Stages 1 and 2, but dealt with in an age-appropriate way. This record will be reviewed regularly to see if any patterns emerge involving the same child/ children.

Vulnerable Groups

Within our school community we have a number of pupils who may be considered vulnerable to bullying on the basis of their perceived difference from others. These vulnerability factors may include pupils who are emotionally vulnerable, pupils with EAL or communication needs, pupils with Special Educational Needs and Disabilities and Looked After Children.

As a school we have identified individuals within these groups and SLT

shares this information with all staff. These pupils are carefully monitored and individual needs reviewed as necessary.

Recording

Recording incidents is very important as it helps to identify any patterns regarding bullying behaviour.

If a staff member feels that the situation is of a serious nature and requires further action, it will be passed on to the Executive Head or Head of School and they will attend to the matter either with the member of staff concerned or on their behalf. In order to monitor the frequency with which incidents of bullying take place, staff will record them including the following information on CPOMs:

- The pupil's name
- Their class
- Brief details about the alleged incident
- Who dealt with it
- What action was taken

Cyberbullying at St James- Tackling cyber bullying directly links to our Acceptable Use of Technology Policy.

- Text message bullying involves sending unwelcome texts that are threatening or cause discomfort
- Picture/video clip bullying via mobile phone cameras is used to make the person being bullied feel threatened or embarrassed, with images usually sent to other people. 'Happy slapping' involves filming and sharing physical attacks
- Phone call bullying via mobile phone uses silent calls or abusive messages. Sometimes the bullied person's phone is stolen and used to harass others, who then think the phone owner is responsible. As with all mobile phone bullying, the perpetrators often disguise their numbers, sometimes using someone else's phone to avoid being identified
- E-mail bullying uses e-mail to send bullying or threatening messages, often using a pseudonym for anonymity or using someone else's name to pin the blame on them
- Chat room bullying involves sending menacing or upsetting

responses to children or young people when they are in a web-based chat room

- Bullying through instant messaging (IM) is an Internet-based form of bullying where children and young people are sent unpleasant messages as they conduct real-time conversations online
- Bullying via websites includes the use of defamatory blogs (web logs), personal websites and online personal polling sites. There has also been a significant increase in social networking sites for young people, which can provide new opportunities for cyberbullying.

School staff, parents and pupils at Bishop Martin need to work together to prevent this and to tackle it whenever it occurs. Further information is in the Acceptable Use policy and the E-Safety Policy

St James has a duty to ensure that:

- Teachers have sufficient knowledge to deal with cyber bullying in school
- The curriculum teaches pupils about the risks of new communications technologies, the consequences of their misuse, and how to use them safely
- All e-communications used on the school site or as part of school activities off-site are monitored
- Internet blocking technologies are continually updated and harmful sites blocked
- They work with pupils and parents to make sure new communications technologies are used safely, taking account of local and national guidance and good practice
- Security systems are in place to prevent images and information about pupils and staff being accessed improperly from outside school
- They work with police and other partners on managing cyber-bullying.

The St James Staff:

Have responsibilities in:

- Teaching children safe Internet etiquette
- Applying school policy in monitoring electronic messages and images

- Giving pupils key guidance on: personal privacy rights, material posted on any electronic platform and photographic images
- Taking action if a pupil is being cyber-bullied or is bullying someone else
- Teaching pupils the value of e-communications and the risks and consequences of improper use, including the legal implications.

Parents of the St James pupils are encouraged to share these guidelines:

- Don't wait for something to happen before you act
- Make sure your child understands how to use these technologies safely and knows about the risks and consequences of misusing them
- Make sure their child knows what to do if they or someone they know are being cyber bullied
- Encourage your child to talk to you if they have any problems with cyber bullying. If they do have a problem, contact the school, the mobile network or the Internet Service Provider (ISP) to do something about it
- Parental control software can limit who your child sends emails to and who he or she receives them from. It can also block access to some chat rooms.

The law is on your side

The Protection from Harassment Act, the Malicious Communications Act 1988 and Section 43 of the Telecommunications Act may be used to combat cyber-bullying. People may be fined or sent to prison for up to six months.

Key Terms

- **Bullying:** Repeated, intentional harm caused by one child to another, involving an imbalance of power (physical, emotional, social).
- **Child-on-Child Abuse:** A broader term that includes bullying but also encompasses abuse, physical violence, emotional abuse, coercive control, and online harm between children

Promotion of this Policy

The policy and methods for reporting bullying concerns will be promoted throughout the school, for example on the school website, in information packs for new pupils and staff, and through regular awareness raising activities with staff, existing pupils and their families. For further guidance and support please see the following documents and policies:

- Mentally Healthy School Policy
- Behaviour Policy Booklet
- Cyber Security Policy
- Online Safety Policy
- LDST Equality, Diversity and Inclusion Policy
- National Online Safety Advice
- Keeping Children Safe in Education 2026