

LITTLEBOURNE CE PRIMARY SCHOOL



Anti-Bullying Policy

Key Contact Personnel in School

Headteacher: Simon Hillier

Chair of Governors: Simon Rudland

Date Written: March 2026

Date Agreed and ratified by Governing body:
March 2026

Date of next review: March 2027

Littlebourne CE Primary School Anti-Bullying Policy

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 and '[Sexual violence and sexual harassment between children in schools and colleges](#)' guidance.

1) Policy objectives

This policy outlines what Littlebourne CE Primary School will do to prevent and tackle all forms of bullying.

This policy has been adopted with the involvement of the whole school community.

Littlebourne CE Primary School is committed to developing an anti-bullying culture where the bullying of adults, children or young people is not tolerated in any form.

2) 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, 2011
- The Equality Act 2010
- The Children Act 1989
- Protection from Harassment Act 1997
- The Malicious Communications Act 1988, 2003
- Public Order Act 1986

3) School Vision

"At Littlebourne, we foster a nurturing, inclusive school community. Following the example of Jesus, we act with compassion, to look outwards to serve our neighbour. We empower all to be lifelong, respectful learners who flourish under God's guidance. Through our aspirational creative curriculum, we grow and thrive together".

4) Rationale

At Littlebourne CE Primary School our anti-bullying policy strengthens and supports the Christian identity of our school, reaffirms our vision and associated values of *Respect, Compassion, Koinonia, Courage, Hope* whilst celebrating the central role that each child and adult has to play in their community.

5) Responsibilities

It is the responsibility of:

- The Headteacher to communicate this policy to the school community, to ensure that our policy is applied fairly, consistently and reasonably
- Governors to take a lead role in monitoring and reviewing this policy.
- All staff, including: governors, senior leadership, teaching and non-teaching staff, to support, uphold and implement our policy accordingly.
- Parents/carers to support their children and work in partnership with the school.
- Pupils to follow our policy.

Littlebourne CE Primary School actively promotes our whole school values, which reject bullying behaviour and promote co-operative behaviour. Tackling bullying matters.

6) Statement of Intent

Littlebourne CE Primary School is committed to providing a supportive, caring and safe environment in which all children are free from the fear of being bullied. As a school we take bullying and its impact seriously. Bullying of any form is not tolerated in our school, whether carried out by a child or an adult.

Staff, children and parents or carers will be made aware of the school's position on bullying. Bullying behaviour is unacceptable in any form. The school has high expectations of outstanding behaviour and we consistently challenge any behaviour that falls below this. Anyone who knows that bullying is happening is expected to tell a member of staff.

Any person in our school community, reporting being bullied, will be listened to. If bullying is suspected or reported, the incident will be dealt with immediately by the member of staff informed, and then discussed with the Senior Leadership Team. A clear account of the incident will be recorded on our electronic recording system CPOMs. All staff will be informed, so that further monitoring of the person being bullied and the person displaying bullying behaviour can be put into place. Parents/carers of both parties will be informed.

7) What is Bullying?

We recognise that many children and young people will experience conflict in their relationships with other children and young people and as a school, we are committed to developing empathy and the skills to manage relationships in a peaceful way that does not harm others.

At Littlebourne, our definition of bullying is:

“The repetitive, intentional hurting of one person or group by another person or group, where the relationship involves an imbalance of power. It can happen face to face or online”



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, sometimes called online or cyberbullying. This can include: 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. Bullying can happen to anyone.

8) Types of Bullying Behaviour

Bullying can happen to anyone.

This policy covers all forms of bullying including:

- Bullying related to physical appearance
- Bullying of young carers, children in care or otherwise related to home circumstances
- Bullying related to physical/mental health conditions
- Physical bullying - pushing, kicking, hitting, punching or any use of violence
- Emotional bullying - being unfriendly, excluding, tormenting, threatening behaviour
- Verbal bullying - name calling, sarcasm, spreading rumours, teasing, use of derogatory language
- Sexual bullying - unwanted physical contact, sexually abusive comments
- Bullying via technology, known as online or cyberbullying - use of social media, messaging and calls. Misuse of associated technology e.g., photos and videos.
- Prejudicial bullying (against people/pupils with protected characteristics):
 - Bullying related to race, religion, faith and belief and for those without faith
 - Bullying related to ethnicity, nationality or culture
 - Bullying related to Special Educational Needs or Disability (SEND)
 - Bullying related to sexual orientation (homophobic/biphobic bullying) relating to sexuality or perceived sexuality
 - Sex based bullying, including transphobic bullying including based upon gender identity or perceived gender identity
 - Bullying against teenage parents (pregnancy and maternity under the Equality Act)

Please note this list is not exhaustive and the school reserves the right to add additional forms and types if they feel it falls under the criteria of bullying behaviour.

9) Why is it important to respond to bullying?

There is considerable evidence to show that bullying has both short-term and longterm impact upon pupils. Bullying impacts on pupils' wellbeing, can impact on attendance and become a significant barrier to learning. Bullying is associated with lower levels of school engagement and achievement, both in primary and secondary schools.

Bullying is unacceptable.

Our school will respond promptly and effectively to reported incidents of bullying.

In our school community:

- Everyone has the right to be treated with respect
- Everyone has the right to feel happy and safe
- No-one deserves to be a target of bullying
- Pupils who display bullying behaviours need to learn alternative ways of interacting with others
- Everyone has a role to play in preventing all forms of bullying.

Our community:

- Monitors and reviews our anti-bullying policy and practice on a regular basis
- Supports staff to promote positive relationships to help prevent bullying
- Recognises that some members of our community may be more vulnerable to bullying and its impact than others; this may include children with SEND. Being aware of this will help us to develop effective strategies to prevent bullying from happening and provide appropriate support, if required
- Will intervene by identifying and tackling bullying behaviour appropriately and promptly
- Ensures our pupils are aware that bullying concerns will be dealt with sensitively and effectively; that everyone should feel safe to learn and abide by our anti-bullying policy
- Requires all members of the community to work with the school to uphold our anti-bullying policy
- Recognises the potential impact of bullying on the wider family of those affected so will work in partnership with parents/carers regarding all reported bullying concerns and will seek to keep them informed at all stages
- Will deal promptly with grievances regarding the school response to bullying, in line with our complaints policy
- Seeks to learn from good anti-bullying practice elsewhere • Utilises support from external agencies where appropriate.

At Littlebourne, we believe that all children, regardless of age, disability, gender reassignment, race, religion or belief, sex or sexual orientation, have the right to equal protection from all types of harm or abuse.

National research has shown that some groups of pupils are particularly vulnerable to bullying. These include pupils with SEND (Special Educational Needs and Disabilities), looked after children, pupils from minority ethnic groups or faiths, young carers, LGBT pupils and those perceived to be LGBT.

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.

10) Preventing Bullying

We foster a clear understanding that bullying, in any form, is unacceptable. We believe that preventing bullying is the responsibility of our whole school community. When there are incidents of bullying, we will work together to deal with the situation and to learn from what has happened.

In our school we do this by:

- Promoting our behaviour motto '***Be Ready, Be Respectful, Be Safe***'
- Involving the school community in developing our policy including a child/ pupil friendly version of our policy.
- Using assemblies and circle time in class to ensure that pupils understand the differences between relational conflict and bullying.
- Building a positive ethos based on respecting and celebrating all types of difference in our school.
- Creating a safe and happy environment, with consequent positive relationships that have an impact on learning and achievement.
- Having a positive ethos that all pupils, staff and parents/carers understand.
- Work in school which develops empathy, social skills, and emotional understanding e.g., PSHE (Personal, Social, Health and Education)
- Take actions to stop the bullying from continuing
- Think about any safeguarding concerns and report concerns to Designated Safeguarding Leads.
- Provide assurances to the child that their concerns have been listened to and appropriate next steps are in place.
- Consider who else is involved and what roles they may have taken.
- Send a clear message that bullying is unacceptable in our community.
- Work collaboratively to find solutions and identify the most effective way of preventing reoccurrence
- Reflect and learn from reports of bullying, considering what needs to happen next
- Raising awareness of online bullying through regular online safety lessons.
- Promote diversity and inclusion through our whole school values
- Focussed work with individuals and groups of pupils, where required
- Training is provided to all school staff around bullying, including specific guidance on those groups who are most likely to be bullied.

11) Reporting bullying

In our school, pupils are encouraged to talk to staff when they are unhappy or have concerns. Pupils in our school understand that they have a right to feel and be safe and a responsibility to support others to feel and be safe.

Pupils are encouraged to report bullying to a trusted adult in school, such as their class teacher or a teaching assistant.

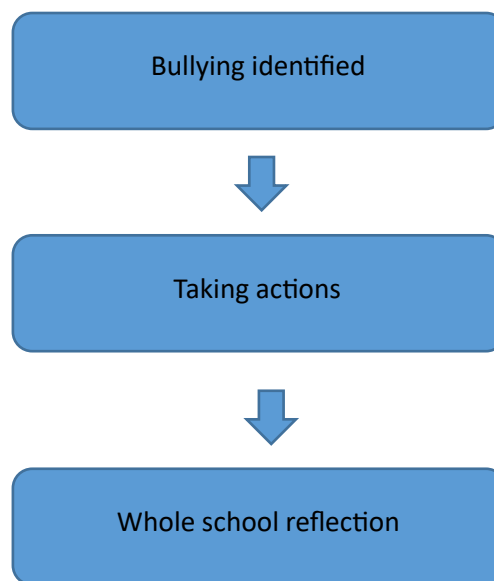
Each class has additional opportunities to report their concerns.

Children at Littlebourne are also taught that it is equally important to talk to a trusted adult, even if bullying is taking place outside of school.

Parents and carers are also encouraged to report concerns and bullying to staff members. This could be the class teacher initially.

Our staff listen carefully to what our children say and follow set procedures to ensure we are responding to concerns raised.

12) Responding to Bullying



The following steps may be taken when dealing with all incidents of bullying reported to the school:

- If bullying is suspected or reported, the incident will be initially dealt with immediately by the member of staff who has been approached or witnessed the concern.
- The school will provide appropriate support for the person being bullied – making sure they are not at risk of immediate harm and will involve them in any decision-making, as appropriate.
- The Headteacher/Designated Safeguarding Lead (DSL) or the SENCO will interview all parties involved if deemed necessary.
- The DSL will be informed of all bullying issues where there are safeguarding concerns.
- The school will speak with and inform other staff members, where appropriate.
- The school will ensure parents/carers are kept informed about the concern and action taken, as appropriate and in line with child protection and confidentiality policies.

- Consequences, as identified within the school behaviour policy, and support will be implemented in consultation with all parties concerned.
- If necessary, other agencies may be consulted or involved, such as the police, if a criminal offence has been committed, or other local services including Early Help or children's social care, if a child is felt to be at risk of significant harm.
- Where the bullying of or by pupils takes place off school site or outside of normal school hours (including cyberbullying), the school will ensure that the concern is fully investigated. If required, the DSL will collaborate with other schools. Appropriate action will be taken, including providing support and implementing consequences in school in accordance with this policy and the school's behaviour policy.
- A clear and precise account of bullying incidents will be recorded by the school in accordance with existing procedures. This will include recording appropriate details regarding decisions and action taken.

13) Responding to Cyberbullying

When responding to cyberbullying concerns, the school will:

- Act as soon as possible following the initial report or identification of an incident.
- Provide appropriate support for the person who has been cyberbullied and work with the person who has carried out the cyberbullying to ensure that it does not happen again.
- Encourage the person being bullied to keep any evidence (screenshots) of the bullying activity to assist any investigation.
- Take all available steps where possible to identify the person responsible. This may include:
 - looking at use of the school systems;
 - identifying and interviewing possible witnesses; ▪ contacting the service provider and the police, if necessary.
- Work with the individuals and online service providers to prevent the incident from spreading and assist in removing offensive or upsetting material from circulation. This may include:
 - Support reports to a service provider to remove content if those involved are unable to be identified or if those involved refuse to or are unable to delete content.
 - Confiscating and searching pupils' electronic devices, such as mobile phones, in accordance with the law and the school searching and confiscation policy.
 - Requesting the deletion of locally-held content and content posted online if they contravene school behavioural policies.

- Ensure that sanctions are applied to the person responsible for the cyberbullying; the school will take steps to change the attitude and behaviour of the bully, as well as ensuring access to any additional help that they may need.
- Inform the police if a criminal offence has been committed.
- Provide information to staff and pupils regarding steps they can take to protect themselves online.

This may include:

- advising those targeted not to retaliate or reply;
- providing advice on blocking or removing people from contact lists;
- helping those involved to think carefully about what private information they may have in the public domain.

14) Supporting pupils

Pupils who have been bullied will be supported by:

- Reassuring the pupil and providing continuous pastoral support.
- Offering an immediate opportunity to discuss the experience with their teacher, the designated safeguarding lead, or a member of staff of their choice.
- Being advised to keep a record of the bullying as evidence and discuss how respond to concerns and build resilience as appropriate.
- Working towards restoring self-esteem and confidence.
- Providing ongoing support; this may include: working and speaking with staff, offering formal counselling, engaging with parents and carers.
- Where necessary, working with the wider community and local/national organisations to provide further or specialist advice and guidance; this could include support through Early Help or Specialist Children's Services, or support through the Children and Young People's Mental Health Service (CYPMHS).

Pupils who have perpetrated bullying will be supported by:

- Discussing what happened, establishing the concern and the need to change.
- Informing parents/carers to help change the attitude and behaviour of the child
- Providing appropriate education and support regarding their behaviour or actions.
- If online, requesting that content be removed and reporting accounts/content to service provider.
- Consequences, in line with school behaviour policy; this may include official warnings, removal of privileges (including online access when

encountering cyberbullying concerns), and fixed-term or permanent exclusions.

- Where necessary, working with the wider community and local/national organisations to provide further or specialist advice and guidance; this may include involvement from the Police or referrals to Early Help, Specialist Children's Services, or the Children and Young People's Mental Health Service (CYPMHS).

15) Supporting Adults

Our school takes measures to prevent and tackle bullying among pupils; however, it is equally important to recognise that bullying of adults, including staff and parents, whether by pupils, parents or other staff members, is also unacceptable.

Adults who have been bullied or affected will be supported by:

- Offering an immediate opportunity to discuss the concern with the Designated Safeguarding Lead/Headteacher and/or the SENCO.
- Advising them to keep a record of the bullying as evidence and discuss how to respond to concerns and build resilience, as appropriate.
- Where the bullying takes place off school site or outside of normal school hours (including online), the school will still investigate the concern and ensure that appropriate action is taken in accordance with the schools' behaviour and discipline policy.
- Reporting offensive or upsetting content and/or accounts to the service provider, where the bullying has occurred online.
- Reassuring and offering appropriate support.
- Working with the wider community and local/national organisations to provide further or specialist advice and guidance.

Adults who have perpetrated bullying will be supported by:

- Discussing what happened with the Headteacher and/or SENCO to establish the concern.
- Establishing whether a legitimate grievance or concern has been raised and signposting to the school's official complaints procedures.
- If online, requesting that content be removed. o Instigating disciplinary, civil or legal action as appropriate or required.

16) Procedures for Parents/Carers when faced with Bullying

If a parent/carer has any concerns about their child, they should speak to the class teacher in the first instance.

Issues raised by a parent/carer are dealt with by the Senior Leadership Team.

The school will work with both the child and the parents/carers to ensure that any bullying is addressed and that support is given where needed.

Parents/carers should not confront the child displaying the bullying behaviours or their parents/carers. This can complicate the situation and distress the pupils further.

The school will deal directly with all children involved and their parents/carers directly. Parents/carers will be kept informed of any actions the school is taking.

If parents/carers feel that their concern has not been dealt with appropriately, they should follow the school's complaints policy.

17) Monitoring Bullying Incidents

We monitor and review all bullying incidents to determine any patterns or trends that may require further action via our electronic recording system CPOMs.

We will make sure our response to incidents of bullying takes into account:

- the needs of the person being bullied
- the needs of the person displaying bullying behaviour
- needs of any bystanders • our organisation as a whole.

On a regular basis, we give pupils the opportunity to feedback on how safe and happy they feel at school, via our pupil surveys and Pupil Leadership Groups.

All staff are required to complete an incident form when dealing with incidents of bullying, which is recorded electronically on CPOMs. This is completed as soon as possible following the incident.

18) Diversity and Inclusion

We recognise that bullying is closely related to how we respect and recognise the value of diversity.

We will be proactive about:

- Seeking opportunities to learn about and celebrate difference • Promoting diversity within our school community
- Welcoming new members to our organisation.

All members of our school community are expected to treat everyone with dignity and respect at all times, in line with our school values. This includes both face-to-face contact and online.

19) Complaints

In line with our complaints policy, where parents/carers have concerns about our approach to anti-bullying or regarding an identified incident, they should first raise their concerns informally with the class teacher/SENCO/Headteacher. [Littlebourne CE Primary School Complaints Policy and Procedure](#)

They will try to resolve the complaint informally, in the first instance. If this does not resolve the raised concerns, parents/carers are welcome to submit their complaint formally.

Formal complaints about anti-bullying in our school should be made to the Headteacher in the first instance. These will be addressed, in line with Stage 1 of the school's complaints policy. [Littlebourne CE Primary School Complaints Policy and Procedure](#)

If the parents/carers are not satisfied with the school's response, they have the right to escalate the complaint to the Governing Body, as per stage 2 of our Complaints Policy. [Littlebourne CE Primary School Complaints Policy and Procedure](#)

16) 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 and this policy will be updated as required.

The Head Teacher/SENCO will be informed of bullying concerns.

Senior Leaders will report to the governing body regularly regarding incidents of bullying, including outcomes.

This policy has been developed and implemented in consultation with the whole school community including pupils, parents/carers, staff, governors and partner agencies.

This policy has been written by the SENCO as a member of the SLT.

It will be reviewed at least annually, and following any concerns and/or updates to national/local guidance or procedures.

It will also be updated where required following investigated incidents and concerns raised.

17) Related Policies and Procedures

This policy should be read alongside our organisational policies and procedures including:

- Behaviour Policy
- Child Protection Policy

- Complaints Policy
- Curriculum policies such as: PSHE, Computing
- Managing allegations of abuse made against staff
- Online Safety and Acceptable Use Policies
- School's Code of Conduct
- SEN/D Policy