




# KINGSNORTH CHURCH OF ENGLAND PRIMARY SCHOOL

Name of Policy:	Anti-Bullying Policy	
Date Written:	September 2018	
Date Updated:	September 2023	
Updated By Who:	KPS	
Policy Originated from:	KPS	
Date To Be Reviewed:	Sept 2025	
Policy Approved By:	SLT:	
	Staff:	
	Governors:	

## Our School Motto:

**Kingsnorth...With Faith Endeavour to Achieve**

## Kingsnorth Vision Statement

'To ensure that every person in our school family is at the heart of everything we do, think and believe.

Our values are roots which weave through our entire being and create a learning community built on God's love in which we can all flourish.'

## Our linked Bible Verse is:

'Then, by constantly using your faith, the life of Christ will be released deep inside you, and the resting place of his love will become the very source and root of your life.' **Ephesians 3:17**

## Our 5 Key Christian Values are:

**Compassion**  
**Friendship**  
**Trust**  
**Community**  
**Perseverance**



## Statement of Intent

'Recognising its historic foundation, the school will preserve and develop its religious character in accordance with the principles of the Church of England and in partnership with the Church at parish level and the Diocese of Canterbury.

The school aims to serve its community by providing an education of the highest quality within the context of Christian belief and practice. It encourages an understanding of the meaning and significance of faith and promotes Christian values through the experience it offers all pupils.'

## Inclusion and Equal Opportunities

All children have equal access to the curriculum regardless of their race, gender, or disability. Our behaviour policy underpins all that we do at Kingsnorth and is closely linked to our other policies.



## 1) **Aims**

Kingsnorth CEP School Anti-Bullying Policy outlines what we will do to prevent and tackle bullying. The policy has been drawn up through the involvement of the whole school community. This document provides a framework for the creation of a happy, secure and orderly environment in which children can learn and develop as caring and responsible people.

It is written for all members of the school community to allow each one to understand the policy of the school and to apply it consistently and fairly.

Our overall aim is to promote and live by our school's 5 Christian Values of: Compassion, Friendship, Trust, Community, and Perseverance.

This policy links closely to our Behaviour Policy in which we teach children to make positive choices. This supports our pupils to understand their 'behaviour' and allows our children to understand that people present both negative and positive behaviours.

## 2) **Our school community:**

- Discusses, monitors and reviews our anti-bullying policy on a regular basis.
- Supports staff to promote positive relationships, identify and tackle bullying appropriately.
- Ensures that pupils are aware that all bullying concerns will be dealt with sensitively and effectively; that pupils feel safe to learn and that pupils abide by the anti-bullying policy.
- Reports back to parents/carers regarding their concerns on bullying and deals promptly with complaints. Parents/ carers in turn work with the school to uphold the anti-bullying policy.
- Seeks to learn from good anti-bullying practice elsewhere and utilises support from relevant organisations when appropriate
- Uses a restorative approach to address bullying behaviours in order to ensure the perpetrator accepts their sanction and reflects upon and repairs their actions, as appropriate on a case-by-case basis.

## 3) **Definition of bullying**

Bullying is "Behaviour by an individual or a group, usually repeated over time which intentionally hurts another individual either physically or emotionally".

Bullying can include: name calling, taunting, mocking, making offensive comments, kicking; hitting; taking belongings; inappropriate text messaging and electronic messaging (including through web-sites, Social Networking sites and Instant Messenger); sending offensive images by phone or via the internet; producing offensive graffiti; gossiping; excluding people from groups and spreading hurtful and untruthful rumours.

Whilst we recognise and strive to deal with all 'bullying', often in school it is 'relational conflict'. This is defined as 'behaviour that's not repeated over time', and is often to do with a breakdown of friendships. However, 'overtime' this can develop into bullying.

## 4) **Forms of bullying covered by this Policy**

As a school we recognise that abuse in all its forms will not be tolerated. This includes peer on peer abuse. We recognise that this is not 'banter', 'having a laugh' or part of growing up.' This is bullying and will be dealt with as such, unless covered by other policies linked to this policy.

Bullying can happen to anyone. This policy covers all types of bullying including:

- Bullying related to race, religion or culture
- Bullying related to special educational needs.
- Bullying related to appearance or health conditions.
- Bullying related to sexual orientation.
- Bullying of young carers or looked after children or otherwise related to home circumstances.
- Sexist or sexual bullying.
- Cyber bullying/ Online Bullying



- Prejudicial behaviour and language that for example is racist, homophobic, bi-phobic, or transphobic.

## **5) Preventing, identifying and responding to bullying**

We will:

- Work with staff and outside agencies to identify all forms of prejudice-driven bullying.
- Actively provide systematic opportunities to develop pupils' social and emotional skills, including their resilience.
- Consider all opportunities for addressing bullying including through the curriculum, through displays, through peer support, through mentor support and through the School Council.
- Train all staff including lunchtime staff and teaching assistants to identify bullying and follow school policy and procedures on bullying.
- Use a trained counsellor to support pupils.
- To identify the difference between 'relational conflict' and 'bullying', allowing pupils the opportunity to repair relationships with restorative conversations in order to avoid escalation of negative behaviours

## **6) Involvement of pupils**

We will:

- Regularly survey pupils on the extent and nature of bullying.
- Ensure students know how to express worries and anxieties about bullying.
- Ensure 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 school.
- Publicise the details of helplines and websites.
- Offer support to pupils who have been bullied.
- Work with students who have been bullying in order to address the problems they have

## **7) Liaison with parents and carers**

We will:

- Ensure that parents / carers know whom to contact if they are worried about bullying.
- Ensure parents know about our complaints procedure and how to use it effectively.
- Ensure parents / carers know where to access independent advice about bullying.
- Work with parents and the local community to address issues beyond the school gates that give rise to bullying.

## **8) Links with other school policies and practices**

This Policy links with a number of other school policies, practices and action plans including:

- Complaints policy
- Equality and Racial Discrimination
- Behaviour and Discipline Policy
- The teaching of Citizenship, SRE and PSHE education is through 'Jigsaw'.

## **9) Monitoring & review, policy into practice**

We will review this Policy at least once every two years as well as if incidents occur that suggest the need for review. The school uses the guidance by the DfE and Kent Guidelines to prevent and tackle bullying. We will also follow Kent's 'Managing Incidents' (see attached.)



## **10) Responsibilities**

This Policy only works if it ensures that the whole school community understands that bullying is not tolerated and understands the steps that will be taken to both prevent and respond to bullying.

It is the responsibility of:

- School Governors to take a lead role in monitoring and reviewing this policy.
- Governors, the Headteacher, School Leadership, Teaching and Non-Teaching staff to be aware of this policy and implement it accordingly.
- The headteacher to communicate the policy to the school community.
- Pupils to abide by the policy

### **Bullying Incident Reporting Procedure**

Bullying is “Behaviour by an individual or a group, usually repeated over time, which intentionally hurts another individual either physically or emotionally”.

Bullying can include: name calling, taunting, mocking, making offensive comments; kicking; hitting; taking belongings; inappropriate text messaging and electronic messaging (including through web-sites, Social Networking sites and Instant Messenger); sending offensive images by phone or via the internet; producing offensive graffiti; gossiping; excluding people from groups and spreading hurtful and untruthful rumours.

We have a commitment to investigate any incident believed to be bullying. As such, it requires effective listening supported by impartial investigation procedures that allow both the victim and the alleged perpetrator to be given a fair hearing.

Incidents will be investigated and recorded when there has been a perception or allegation that there was an incident even if it is found that they were unsubstantiated.

#### **Roles and Responsibilities**

- The governing body is responsible for monitoring the policy.
- The headteacher is responsible for implementing the policy and procedures.
- All members of the school community are responsible for following the procedures.
- The Trust will advise schools on the management of bullying incidents and the findings from its monitoring.

#### **Recording the Bullying Incident Investigation**

The Headteacher has overall responsibility (which may be delegated to an appointed senior member of staff) for managing bullying incidents.

They should ensure that the school has:

- Made it a requirement to investigate, record and report where there is a perception that a bullying incident may have taken place.
- Communicated the school’s commitment to tackling bullying incidents to all members of the school community.
- Completed the My Concern form as soon as possible after an incident has taken place. This is a central record of all bullying /cyber bullying incidents in school and the level of consequence is recorded.
- The Bullying Incident Monitoring Form should be kept in a confidential central file for internal monitoring purposes. It should not be sent to the Trust. These forms will be kept for 25 years.



## Management of Bullying Incidents

### a) Considerations for All Incidents:

- Investigate the incident thoroughly.
- Record the incident on 'My Concern' with details of perpetrator and victim's accounts. Also record any information given by witnesses of the event.
- Keep the situation under regular review to ensure that any harassment, abuse or victimisation has stopped and that the victim feels safe.
- Consider any curriculum implications, including the need for a special assembly or changes to the school's behaviour code or other policies.
- Support for the Victim (if a pupil).
- Support for the alleged Perpetrator (if a pupil).
- Consider if there is a child protection issue in this case.

### b) Support for the Victim (if a pupil)

- Take appropriate action to offer support to the victim.
- Meet with the pupil's parent(s)/guardian/carer to discuss the matter and explain the action taken. An interpreter/translator may be needed at the meetings.
- Reinforce the school's commitment to tackling bullying incidents.

### c) Support for the alleged Perpetrator (if a pupil)

- An appropriate member of staff should intervene and take immediate action, for example, separating the victim(s) from the perpetrator(s).
- Any bullying behaviour should be challenged immediately. The perpetrator should be told that his/her behaviour is unacceptable and will not be tolerated.
- Appropriate action should be taken to support, educate and monitor the behaviour of the perpetrator to ensure that the bullying behaviour will not be repeated.
- The incident should be reported to the headteacher and they should decide whether any further action needs to be taken, including informing the parent(s)/guardian/carer of the relevant pupil(s) of any investigation and the outcome.
- The headteacher should consider the use of a full range of sanctions including the use of suspension or permanent exclusion.
- Discuss the incident with the alleged perpetrator's parent(s)/guardian/carer (if appropriate) and reinforce the school's commitment to tackling bullying incidents.

### d) Dealing with Members of Staff as alleged Perpetrators or Victims

All members of staff are required to abide by the School's Equal Opportunities, Race Equality Policy, ICT and Acceptable use Policies. Substantiated bullying by any member of staff towards pupils may be considered as misconduct and the perpetrator may be subject to disciplinary action. In the event of such an allegation being made against a member of staff, the headteacher or their nominee should investigate the allegation in accordance with the relevant Disciplinary Procedures. All members of staff have the right to use the school's grievance procedure if they suffer from being bullied and cannot get satisfactory management support.

The governing Body and headteacher have a duty of care towards employees, and must ensure that they address any complaints from employees about bullying by pupils, parents or colleagues, and provide appropriate support and referrals as necessary.



## Reporting information to parents, governors and Aquila

The governing body will:

- receive a termly report on any bullying incidents in the headteacher report to governors
- Report annually in the Governors Annual Report to Parents on bullying incidents during that preceding year. This report should include the number of incidents investigated and an overview of actions taken, including changes of practice and policy.
- The school will report annually to the Trust on bullying incidents during the preceding year. The Trust will send a data collection form to the school for this purpose and ensure that schools, together with Aquila officers, are informed of the outcomes of its monitoring, so that any trends or concerns can inform school planning and curriculum development.