



Policy/Author: P Pavey, Deputy Headteacher
Anti Bullying Policy

Version: 1

Date: June 2026

Review Date: June 2027

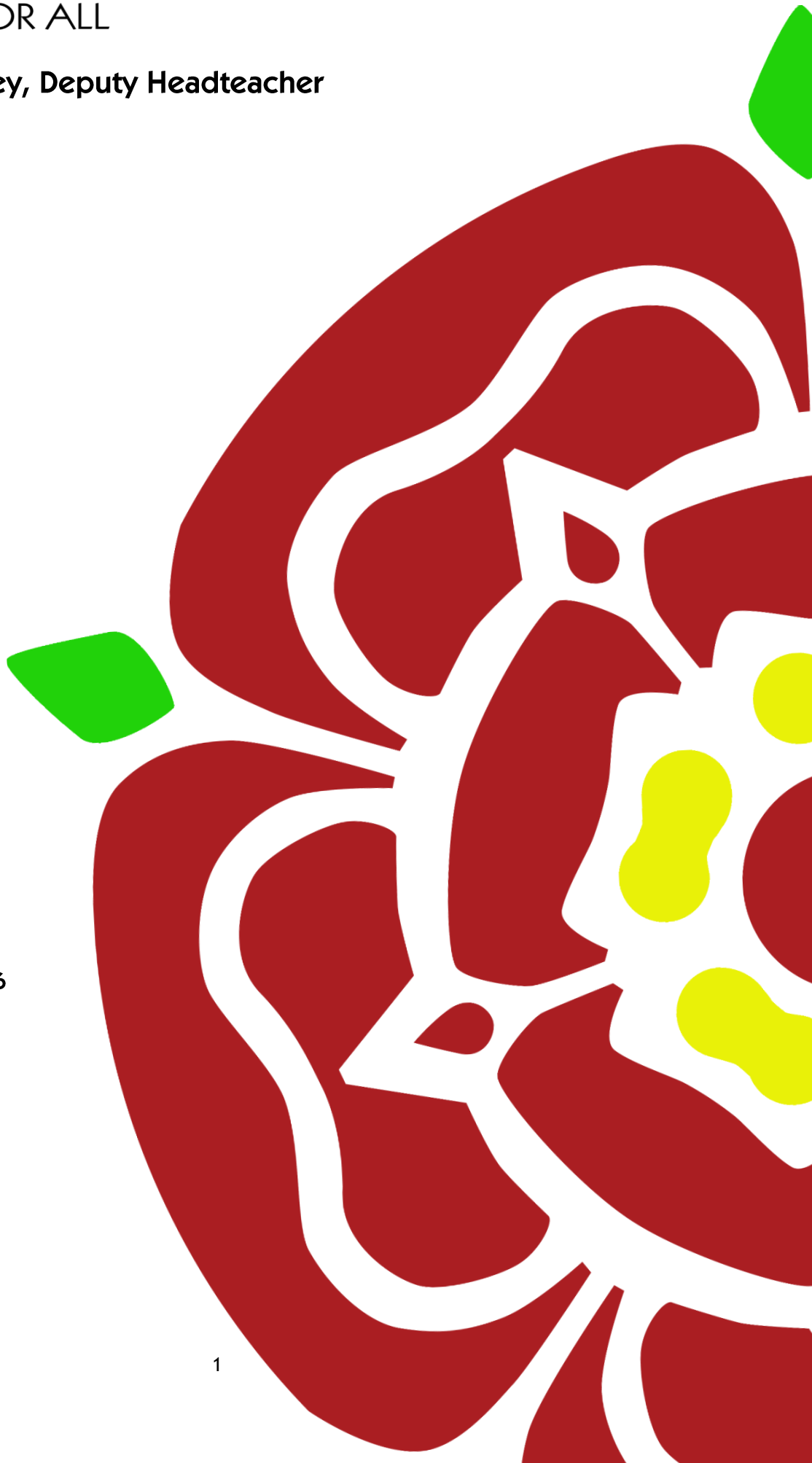
C. Dewse

Headteacher

Ratified by Trust: June 2026

L. Guest

Chair of Trustees





Current version	Previous version	Summary of changes made
1		New Policy, from The Key



Contents	Page
1. Aims	4
2. What is bullying?	4/5
3. Prevention	5/6
4. Tackling bullying	6
5. Reporting bullying	6/7
6. Investigation	8
7. Outcomes	8
8. Links	9
9. Monitoring and Review	9
Appendix 1	10/11
Appendix 2	12/13



1. Aims

- To work towards the elimination of bullying at Smithills School
- To enhance the Behaviour Policy which confirms the school expectations.
- To involve all members of the school community in countering bullying.
- To enable students, staff, parents, and governors to understand what constitutes bullying and their specific responsibilities.
- To ensure that there are strategies to minimise the risk of peer-on-peer abuse and procedures.
- To enable parents to feel confident that bullying will be firmly dealt with by the school.
- To inform all members of the school community that bullying behaviour will not be tolerated.

2. What is bullying?

‘Bullying is the wilful, conscious desire to hurt, threaten or frighten someone else’ There are different types of bullying:

- Psychological (being excluded from groups and rumours etc.)
- Cyber (abusive text messages, internet messages etc.) See appendix 2 for further information and guidance.
- Verbal (threats, name calling, racism, homophobia etc.)
- Physical (punching, kicking, scratching, pushing, throwing objects at someone etc.) Bullying invariably undermines self-confidence and initiative and can create a cycle of poor performance and further criticism, potentially causing depression, stress, mental or physical ill-health, with consequent absence from school or work. Some forms of bullying may break the law and may be reported to the police by the school:
- Violence or assault.
- Theft.
- Repeated harassment or intimidation, e.g., name calling, threats and abusive phone calls, emails or text messages, sexual harassment, and peer on peer abuse.



- Hate crimes – any incident which the victim, or anyone else, thinks are based on someone’s prejudice towards them because of their race, religion, sexual orientation, disability or because they are transgender.

3. Prevention

“A school’s response to bullying should not start at the point at which a child has been bullied. The best schools develop a more sophisticated approach in which school staff proactively gather intelligence about issues between pupils which might provoke conflict and develop strategies to prevent bullying occurring in the first place.” (Department for Education - Preventing and tackling bullying, July 2017)

Preventing bullying behaviours can be possible through a range of proactive measures. At Smithills School, we look for every opportunity to prevent bullying type behaviours from happening. Some of the actions the school takes to prevent bullying include:

- The issue of bullying is included in the curriculum and classwork e.g., Drama, English.
- Bullying is addressed through the PSHE programme and is aligned with the standards of the PSHE Association.
- The Form Time and Assembly programmes reinforce British Values and the ethos of the school.
- Anti-bullying week is dedicated to raising awareness of bullying and reminding staff and Pupils of their responsibilities to report it.
- Pupils are not permitted to use their mobile phones around the school. This is partly to prevent cyber-bullying.
- Staff have been trained to be vigilant and to watch and listen for any bullying type behaviours, no matter how small.
- Duty points have been carefully considered to ensure there are no ‘dead spaces’ where bullying can take place undisturbed.
- Seating plans in lessons are carefully considered using any relevant information about the relationships between specific pupils.
- External speakers raise awareness of issues
- Posters around the school emphasise the importance of diversity in the school community.



- The school's values are deeply rooted in the importance of Community, the importance of Protected Characteristics and Modern British Values.
- Working with the wider community such as the police/children's services where bullying is particularly serious or persistent to send a strong message that bullying is unacceptable within our school.

Smithills School recognises that specific groups of pupils are particularly vulnerable to bullying. These include children and young people with Special Educational Needs and Disabilities (SEND), young carers, Black and Minority Ethnic (BME), those who are, or thought to be lesbian, gay, bisexual, transgender, queer, questioning, intersexual, asexual, or pansexual (LGBTQ+). As such, prevention of bullying considers the specific patterns of discrimination these groups face.

4. Tackling bullying

Smithills School has clear strategies for responding to bullying incidents. These may include outcomes from the school sanction system (Choices and Consequences) as detailed within the school behaviour policy. The consequences of bullying will reflect the seriousness of the incident. All sanctions will be applied fairly, consistently, and reasonably – after careful consideration of possible contributing factors such as special educational needs, disabilities, or other vulnerabilities of both the victim and perpetrator. The school will support the victim upon finding out about bullying but will also seek to work with the perpetrator of the bullying in order to prevent further incidents in the future.

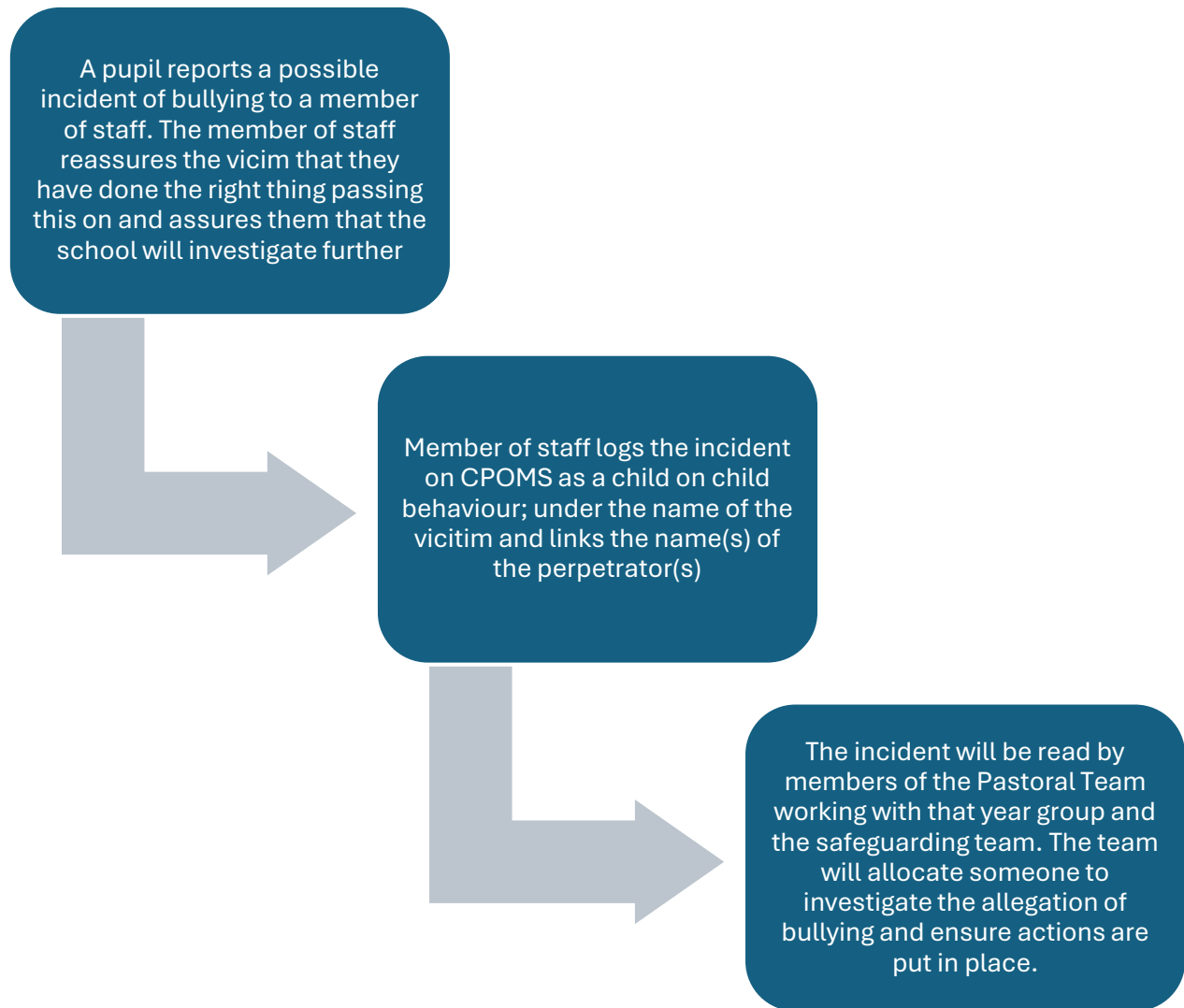
5. Reporting bullying

- Pupils can report bullying of themselves or someone else in the following ways:
 - Speaking to their Form Tutor
 - Speaking to their Pastoral Leader
 - Speaking to their Head of Year
 - Speaking to the Designated (or Deputy) Safeguarding Lead either in person or via the use of the online SHARP system
- Importantly, pupils are reminded that they can speak to any member of staff in school they trust
- Speaking to your parent and asking them to pass on the information to the school.
- Parents/Carers can report bullying of their child or someone else's in the following ways:



- Contacting their child's Form Tutor by email, telephone or meeting
- Contacting their child's Pastoral Leader
- Contacting the Head of Year
- Importantly, parents/carers are reminded that they can speak to any member of staff in school regarding this. Staff will pass this on to the Pastoral Team.

Staff





6. The Investigation

The investigation into the bullying incident(s) will be conducted by the most appropriate member of staff, depending on the severity of the allegation. This may include the Pastoral Leader, Head of Year, Assistant Headteacher, Deputy Headteacher Inclusion or may include external agencies such as the Police.

- Any investigation into alleged bullying will be discreet, sensitive, timely and thorough. The exact timeline of investigations will vary depending on the scenario but will usually include:
- The victim's account will be taken along with other witnesses.
- The accused's account will be taken, to get their version of events
- Statements and meetings will take place from any other person who witnessed the event or events; this may include staff, parents and members of the public
- Parents/carers will be kept fully aware
- A record will be placed in all the involved students' files
- All pupils will be made aware that such behaviour will not be tolerated

Appendix 1 gives further guidance on this.

7. Outcomes

The student who has been bullied will be offered support if they feel they need it. This may depend on the nature and severity of the incident and may include counselling through the Wave System or in more extreme cases, referral to external agencies such as CAMHS.

Pupils who have displayed bullying behaviour will be issued sanctions in line with the school behaviour policy. These sanctions range from detentions to fixed and even permanent exclusion where it is deemed bullying has been extreme and particularly damaging.

Parents of those bullied and bullying will be notified of the outcomes of the investigation.

A 'Repair and Restore' meeting will be set up to take place as soon as possible. This is the process where both parties get an opportunity to achieve closure through mediation by trained staff and/or students.



8. Links

The websites listed below offer direct links to other sources of information for parents and young people.

- **Stonewall:** www.stonewall.org.uk Useful information and links on LGBTQ issues.
- **BBC Schools:** www.bbc.co.uk/schools Includes information about bullying.
- **ChildLine:** www.childline.org.uk Primarily a helpline for children but has useful information and links on bullying.
- **Chips** (Childline in Partnership with Schools) encourages schools to support pupils setting up anti-bullying projects.
- **The Children's Society:** www.childrenssociety.org.uk Includes information about bullying.
- **Family Lives:** www.familylives.org.uk Useful information and links on bullying and related issues for parents and carers.
- **Kidscape:** www.kidscape.org.uk Advice for children, parents, and teachers as well as training and sample policies.
- **Schools Out:** www.schools-out.org.uk Campaigns for better support networks for LGBT+ Pupils and clearer guidance for teachers on issues of sexuality.
- **Topmarks:** www.topmarks.co.uk Aims to provide easy access to the best educational websites including information on bullying for teachers, parents, and young people.

9. Monitoring and review

This policy, the information included, and its implementation will be monitored by the Governing Body and reviewed every year.

The next review date is June 2027



APPENDIX 1

SPECIFIC GUIDANCE IN DEALING WITH BULLYING INCIDENTS

EVERY CASE OF BULLYING IS DIFFERENT AND WE MUST RESPOND ACCORDING TO THE NEEDS OF EACH INDIVIDUAL CASE.

1. All staff; pupils and parents should be alert to signs of bullying. Staff should always be watchful, observing relationships both in class and outside.
2. If a pupil seeks help regarding an incident of bullying the member of staff should listen carefully, note details of the incident, and identify any witnesses. If the problem cannot be resolved, the information should be passed on to the pupil's Head of Year for further investigation or monitoring. If the problem can be resolved, all information should be recorded on CPOMS as a Child-on-Child incident- The pastoral team will then decide if the incident meets the definition of bullying as set out earlier in this policy. Pupils can report incidents of bullying 'anonymously' by either writing a statement or via the SHARP System an electronic email system. Designated staff will then pick up the bullying incident and deal with it in accordance with school procedure.
3. If an act of bullying or Child on Child behaviour is witnessed by any member of staff it should be dealt with immediately, to enable a swift enquiry to take place. Incidents should be reported to the relevant member of SLT/Head of Year /Year Office.
4. Any interviews to ascertain the facts about an incident of bullying should be conducted in a sensitive and professional manner.

Pupils involved may be spoken to separately or together, depending on the circumstances.
Details of the interviews should be recorded.

Pupils involved may be asked to make a written statement.

Once the facts have been established a decision can be made regarding appropriate punishment and support.

5. The school will use a range of strategies to help prevent bullying. These include:

Negotiation and conflict resolution between pupils (if appropriate)
Mediation and reparation – explaining the issues and looking for positive solutions and ways forward.
6. The next step may include a pupil being given a suitable consequence e.g., verbal warning/reprimand, Correction, Reintegration. In cases of serious and persistent bullying exclusion may be used.
7. Parents of both pupils will usually be contacted. In serious cases, or where a pupil has offended more than once, parents will be informed by telephone, or a letter will be sent explaining the circumstances and often requesting a meeting with the parents.
8. A pupil can be given help to develop strategies for dealing with bullying on their own. Support is also available for a pupil who is accused of bullying.



9. Following any incident, staff pupil and parents should continue to monitor the situation. Any subsequent bullying must be reported immediately.



APPENDIX 2 – CYBER-BULLYING

There are 7 identified types of cyberbullying: -

Text messages 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.

Email bullying uses email 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 social media 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.

AI generated imagery, content, or material- this is a rapidly changing technology where images and content can be created using AI technology, websites, and apps. A user can create videos, pictures, voice accounts and other material without the person's consent to do so and impersonate them.

Pupils are educated about cyberbullying via the PSHE programme and through pastoral support through the Year Teams or from Form Tutors. They are encouraged to report instances of this or any other dangerous or suspicious online behaviour to be dealt with in accordance with the procedures laid down the School's Anti-Bullying procedure.

All staff have a responsibility to safeguard the welfare of pupils online by educating them, supporting them, and reporting any instances of cyberbullying or other dangerous or suspicious online activity in line with school procedures.



GUIDANCE FOR STAFF

If you suspect or are told about a cyber-bullying incident, follow the protocol outlined below:

Mobile Phones

Ask the pupil to give you the mobile phone.

Clearly note everything on the screen relating to an inappropriate text message or image, to include the date, time, and names. **If the image is one of a graphic or sexual nature STAFF MUST NOT LOOK OR ASK TO LOOK AT THE IMAGE.**

Make a transcript of a spoken message, again record date, times, and names.

Tell the pupil to save the message/image.

Go with the pupil and see the Head of Year, or in their absence, a member of the Senior Leadership Team

GUIDANCE FOR PUPILS

If you believe you or someone else is the victim of cyber-bullying, you must speak to an adult as soon as possible. This person could be a parent/carer, your tutor, or your Head of Year. Alternatively, you can report concerns using the SHARP system.

Do not answer abusive messages but log and report them.

Do not delete anything until it has been shown to your teacher or parent (even if it is upsetting, the material is important evidence which may need to be used later as proof of cyber-bullying)

Do not give out personal IT details.

Never reply to abusive messages

Never reply to someone you do not know.

Ensure that your online security is on and strong enough to keep you safe.

GUIDANCE FOR PARENTS

It is vital that parents and the schoolwork together to ensure that all pupils are aware of the serious consequences of getting involved in anything that might be seen to be cyber-bullying. Smithills School informs parents of the cyber-bullying procedures in place to deal with cyber-bullying.

Parents can help by making sure their child understands the school's procedure and above all, how seriously Smithills takes incidents of cyber-bullying.

Parents should also explain to their sons or daughters' legal issues relating to cyber-bullying.

If parents believe their child is the victim of cyber-bullying, they should save the offending material (if need be, by saving an offensive text on their or their child's mobile phone) and make sure they have all relevant information before deleting anything.

Parents should contact the Head of Year as soon as possible who will deal with the incident in the appropriate way.