



**CANSFIELD**  
ACHIEVING EXCELLENCE TOGETHER

# Anti-Bullying Policy

<u>Approval Date</u>	20 <sup>th</sup> November 2025
<u>Policy Review Date</u>	November 2026
<u>Chair of Governors</u>	<i>Laches</i>
<u>Headteacher</u>	<i>N Daniel</i>

## 1. Principles

At Cansfield we are committed to providing a caring, friendly, safe and inclusive environment for all our pupils, staff, parents and carers. We believe that all young people have a right to go about their daily lives without fear of being threatened, assaulted or harassed and have the right to be protected from bullying and abusive behaviour. Bullying is an anti-social behaviour and affects everyone. All types of bullying are unacceptable at our school and will not be tolerated. We believe it is the responsibility of each member of the community to combat bullying. We are a TELLING school. This means that anyone who is aware of any type of bullying that is taking place is expected to tell a member of staff immediately. At Cansfield we commit to:

- Making clear that the school adopts a zero tolerance approach to bullying.
- Recognising the seriousness of bullying and the damage that it inflicts.
- Ensuring that everyone in the school community understands what bullying means, including what a bully is, what a victim is and also what a bystander is.
- Stressing the role of the bystander – the person who can intervene and help the situation. We encourage the bystander to get involved as opposed to watching or colluding in any bullying they witness.
- Taking all complaints of bullying very seriously, encouraging all pupils to speak out.
- Provide opportunities to raise awareness of bullying issues through events such as Anti Bullying Week, the curriculum, assemblies, Student Parliament, form time.

## 2. Aims and Objectives

The ongoing and long term aim of the policy is to reduce the number of pupils who experience bullying. Cansfield aims to:

- Strive to ensure that all pupils are treated fairly and justly; that there is no bullying on the grounds of gender, race, colour, language, culture, social circumstances, appearance, sexuality, ability or disability.
- Increase awareness and to encourage pupils to report concerns regarding bullying.
- Provide protection, support and reassurance to victims.
- Develop the self-confidence and self-esteem and resilience of all our pupils.

## 3. Definition of Bullying

We describe bullying as being 'Behaviour by an individual or group usually repeated over time, that intentionally hurts another individual or group either physically or emotionally' (Ofsted). Bullying is not a single example of name calling it is a ongoing systemic abuse of an individual overtime. Bullying is therefore:

- Intentional.
- Deliberately hurtful.
- Repeated, often over a period of time.
- A form of child on child abuse.

Isolated incidents of hurtful behaviour, teasing or arguments between individuals would not be seen as bullying. Neither is a one-off argument with a friend.

## 4. Types of Bullying

Bullying can include:

- Physical - hitting and pushing, punching, kicking, spitting or having aggressive contact.
- Verbal - name calling, gossiping, insulting a person's family, threats of physical violence, spreading rumours, and constantly putting a person down.
- Emotional / psychological - deliberately ignoring someone, humiliation, threatening or intimidating someone, undermining, spreading rumours.

- Discriminatory and prejudice-based bullying – insulting language / gestures based on a person’s actual or perceived ethnic origin or faith, name calling, graffiti, racially motivated violence.
- Sexual – sexually insulting language / gestures, name calling, graffiti and unwanted physical contact. Harassment including that of asking for semi nudes or nudes.
- Homophobic / transgender – insulting language / gestures based on a person’s actual or perceived sexuality, name calling, graffiti, homophobic violence.
- Cyber bullying – bullying by text, bullying on the internet (in chat rooms, social media, through instant messaging services). Excluding people purposefully on line
- By-standing – where a person or persons are watching bullying taking place and although may not directly taking part their presence is causing additional harm to the victim.

All of the above types of bullying are totally unacceptable and will not be tolerated in our school.

## 5. Action Against Bullying

If bullying is reported, incidents will be dealt with in line with the following guidelines:

- Pupils will be listened to, reports of bullying will be taken seriously and acted upon by all members of staff.
- There will be a thorough investigation of the complaint by an appropriate member of staff. This will include establishing as precisely as possible what led to the incident, and key details of, what happened, when, who was involved and were there any witnesses.
- Each person will be given support, understanding and a fair hearing.
- Appropriate action will be taken. This may be in the form of apologies, detentions, a period of isolation, restorative justice, exclusion.
- Parents will be informed.
- The victim will be reassured and positive help, advice and support will be offered.
- Every attempt will be made to ensure that the bullying stops and help is given to change the behaviour of the bullies.
- All incidents of bullying will be recorded. The Head of Year will enter the record onto individual pupil profiles.

## 6. Stand Up to Bullying

Cansfield is committed to eradicating bullying behaviour. To do this everyone needs to be involved.

Expectations of all pupils:

- All pupils have a responsibility to help combat bullying by supporting other pupils particularly if they are vulnerable.
- Do not gang up against another pupil in a vulnerable position. Instead, try to help them feel less vulnerable.
- Do not join in making fun of a pupil even if you don’t feel able to challenge the bullying behaviour yourself.
- Do not turn a blind eye to bullying and victimisation.

If you know that another pupil is being bullied let a member of staff know. You can do this in a number of ways:

- Speak to your form tutor about the situation.
- Write down details about the bullying and give to your Head of Year (say who is being bullied, how they are being bullied, when and where this is happening. If you can write down who is doing the bullying).
- Tell a PAL or a Prefect who can advise you how to tell staff and support you in doing so.
- Find a quiet moment to speak to a member of staff. After class can be a good time.
- Keep a copy of any unpleasant internet activity and bring it into school to give to a teacher or your Head of Year. Save text messages or screen shots of web pages.

- Be assured if you tell a member of staff about a bullying incident they will not name you when they investigate the bullying issues unless they are forced to because of Child Protection laws.
- If you are ever worried for your own or another pupil's physical safety do not hesitate to tell a member of staff so that immediate action can be taken to keep the pupil safe.

## **7. Pupils Who Are Being Bullied**

Silence and secrecy encourage bullying; therefore, you must tell an adult if you are being bullied. If this happens to you keep a diary recording dates and times of incidents. You can expect that:

- You will be listened to and taken seriously.
- Action will be taken to help you to stop the bullying.
- Reassurance that you are not responsible for the behaviour of the bully.
- Positive reinforcement that reporting the incident was the right thing to do.
- You will be involved in the process of deciding what action to take to help stop the bullying and any worries that you may have will be listened to and respected. You will be given the opportunity to talk about the way the bullying has made you feel and to find strategies to deal with these feelings and to understand and cope with bullying behaviour.

## **8. Restorative Justice**

Restorative justice gives the pupil who was being bullied the chance to tell the bully / bullies the real impact of their offence, to get answers to their questions and to receive an apology. It gives the bully / bullies the chance to understand the real impact of what they have done and to do something to repair the harm. This can be done face to face or by letter. Every case of bullying is different. If restorative justice is felt to be appropriate and the pupil who has been bullied would like this to be carried out then this will take place in a controlled and relaxed environment.

## **9. Pupils Who Are Bullying**

Bullying behaviour has no place at this school. If you are involved in bullying you can expect that:

- Your bullying behaviour will be challenged and the message reinforced that your behaviour is unacceptable and a breach of the school rules.
- You will be treated fairly.
- You will be given the opportunity to change your behaviour and encouraged and supported in doing so.
- A sanction is likely to be put in place. This may range from a loss of privileges at break and lunch to a period of time spent in the internal exclusion room.
- Parents will be informed.

## **10. Staff**

All staff will be expected to:

- Promote an environment that is constructive and safe for all pupils through their own teaching practice and actions.
- Follow the procedures set out in this policy when they are dealing with bullying.
- Work with colleagues, parents/carers and staff from other organisations to combat bullying.
- All staff will be given guidance and supported when dealing with bullying.

## **11. Recording Incidents**

Each incident of bullying will be recorded. Any incidents with a racist, sexist, disablist or homophobic element will be identified and monitored. The Head of Year will enter the record onto individual pupil profile. Investigation paperwork will be completed and copies put in the relevant pupil files.

## **12. Parents / Carers**

All staff will do their very best to address any concerns that you may have about bullying and you will be asked to cooperate with school in supporting your child and promoting the message that bullying is not acceptable. If your child is being bullied, then you can expect that:

- You and your child will be listened to.
- Staff will ensure that you are involved in the process of supporting your child in dealing with the bullying.
- Staff will do their best to address any concerns you may have.

If necessary school will put you in contact with appropriate outside agencies that can help support you and your child in addressing the experience of being bullied. If your child is bullying another pupil, then you can expect that:

- You and your child will be listened to.
- Your child will be treated fairly.
- Your child will be expected to change their bullying behaviour and supported in doing so by the staff.
- Wherever necessary school will put you in touch with outside agencies that can support your child in addressing their bullying behaviour.

If you have a concern that another pupil who attends our school may be experiencing bullying, please do not turn a blind eye but mention this to a member of staff.

## **13. Guidance for Parents**

If your child tells you they are being bullied:

- Listen to your child.
- Try not to overreact.
- Tell your child that bullying exists and it is not their fault.
- Check all the facts – is it bullying or friendship problems which may resolve naturally.
- Talk about possible strategies for your child to use (the websites listed below may offer support).
- Encourage your child to tell a teacher.
- Contact a trusted member of staff yourself to discuss the situation.

## **14. Signs and Symptoms**

Look for unusual or changing behaviour in your child. Many young people do not speak out when being bullied but may indicate this by signs or behaviours. These may include:

- Is frightened of walking to or from school.
- Does not want to go on the public bus.
- Begs to be driven to school.
- Poor Attendance.
- Changes in moods/behaviour
- Changes their usual routine.
- Is unwilling to go to school.
- Begins to truant.
- Becomes withdrawn or anxious or lacking in confidence.
- Starts to stammer / stumble over words.
- Threatens to run away.
- Cries themselves to sleep at night or has nightmares.
- Uses excuses to miss school, e.g. headache, stomach ache.
- Begins to suffer academically.

- Comes home with clothes or equipment damaged.
- Has possessions which 'go missing'.
- Asks for money or starts stealing money.
- Has dinner or other monies continually 'lost'.
- Comes home hungry (possibly money / lunch has been stolen).
- Has unexplained cuts or bruises or shows signs of being in a fight.
- Becomes aggressive, disruptive or unreasonable.
- Is bullying other children or siblings.
- Changes their eating habits (stops eating or over eats).
- Goes to bed earlier than usual.
- Is unable to sleep.
- Wets the bed.
- Is frightened to say what is wrong.
- Moodiness or irritability.
- Quiet and reluctant to socialise.
- Is afraid to use the internet or mobile phone.
- Is nervous or jumpy when a text message or email is received.
- Gives unlikely excuses for any of the above.

These signs and behaviours could indicate other problems, but bullying could be considered as a possibility and should always be investigated.

### **15. Working Together**

Parents / carers must help us to ensure that we have a culture of tolerance and respect at school by promoting this at home. Parents / carers need to contact school as soon as they think their child is being bullied. Parents are encouraged to contact the form tutor in the first instance but may also phone / email the Head of Year if they are concerned.

### **16. Useful Contacts for Support and Advice**

Parentline: 0808 800 2222

Bullying online: [www.bullying.co.uk](http://www.bullying.co.uk)

Childline : [www.childline.org.uk/explore/bullying/pages/bullying.aspx](http://www.childline.org.uk/explore/bullying/pages/bullying.aspx) 0800 1111

Kidscape: [www.kidscape.org.uk](http://www.kidscape.org.uk)

Family lives: [www.familylives.org.uk](http://www.familylives.org.uk) 0808 800 222

National Bullying helpline: <https://www.nationalbullyinghelpline.co.uk/>

Get connected: 0808 808 4994

[www.nspcc.org.uk](http://www.nspcc.org.uk)

### **17. Monitoring and Review**

The effectiveness of this policy is monitored through:

- Student Parliament meetings.
- Peer support meetings.
- Analysis of pupil logs by Heads of Year.
- Year Team meetings.
- Analysis of pupil and parental questionnaires.

We will review this policy every year or earlier if incidents occur that suggest the need for a review.