St. Anne's and Guardian Angels

Excellence Together with Christ at the Centre

Anti-Bullying Policy

Approved by:	St Anne's and Guardian Angels Primary School Governing Body	**Date:** October 2026*
Last reviewed:	September 2026	
Next review due by:	September 2027	

**Awaiting ratification by the Local Governing Body*

1. Policy Statement

At St Anne's and Guardian Angels Primary School we are committed to providing a safe, caring and inclusive environment where every child is valued and respected as a unique child of God. Bullying of any kind is unacceptable and will not be tolerated.

We are committed to promoting positive relationships, mutual respect, compassion and dignity. We strive to ensure that all members of our school community feel safe and supported and are free from intimidation, harassment and discrimination.

Bullying is treated as a serious behaviour matter because it breaches our expectations that all pupils are **Ready, Respectful and Safe** and undermines our mission of **"Excellence together with Christ at the Centre."**

This policy should be read alongside the school's Behaviour Policy, Safeguarding and Child Protection Policy, Online Safety Policy and Complaints Policy.

2. Aims

The aims of this policy are to:

1. To create an ethos in which attending our school is a positive experience for all members of our community
2. To make it clear that all forms of bullying are unacceptable at our school.
3. To enable everyone to feel safe while at St. Anne's and Guardian Angels RC Primary School.
4. To support pupils and parents to understand what bullying is and how it differs from occasional conflict or friendship difficulties.
5. To encourage pupils to report incidents of bullying, including cyber bullying.
6. To deal with each incident of bullying as quickly and as effectively as possible, taking into consideration the needs of all parties and of our community, and, as a result, to reduce the incidents of bullying.
7. To support and protect victims of bullying and ensure they are listened to.
8. To help and support children/young people displaying bullying behaviour to change their attitudes and understand why it needs to change.
9. To liaise with parents and other appropriate members of our community.
10. To ensure all members of our community feel responsible for helping to reduce bullying.

3. Our School Values

This policy reflects our Catholic ethos and school values:

- Humility
- Kindness

- Courage
- Justice
- Compassion
- Forgiveness
- Integrity
- Peace

We expect all members of our school community to demonstrate these values in their actions, words and relationships. Bullying is incompatible with our values and our school rules of:

- **Ready**
- **Respectful**
- **Safe**

4. What is Bullying?

There is no legal definition of bullying. However, it's usually defined as behaviour that is:

- repeated
- intended to hurt someone either physically or emotionally
- often aimed at certain groups, for example because of race, religion, gender or sexual orientation

The school adopts the Anti-Bullying Alliance definition:

'Bullying is the repetitive, intentional harming of one person or group by another person or group where the relationship involves an imbalance of power.'

Bullying can occur face-to-face or online.

5. What Bullying Is Not

Not every disagreement or conflict between children is bullying.

The following would not normally be considered bullying, although they may require adult support:

- A one-off disagreement.
- A friendship fallout.
- Accidental hurt or offence.
- An isolated incident of unkind behaviour.
- Occasional arguments between pupils.

Staff will investigate concerns carefully and determine whether the behaviour meets the definition of bullying.

6. Types of Bullying

Bullying may include:

Verbal Bullying

- Name-calling
- Teasing
- Threats
- Insults
- Offensive comments

Physical Bullying

- Hitting
- Kicking
- Pushing
- Spitting
- Damaging property

Emotional or Social Bullying

- Deliberately excluding others
- Spreading rumours
- Humiliation
- Intimidation
- Manipulating friendships

Cyberbullying

- Sending hurtful messages
- Posting offensive comments online
- Sharing images without permission
- Creating fake accounts
- Harassment through social media, messaging apps or gaming platforms

Prejudice-Based Bullying

Bullying related to:

- Race, ethnicity or nationality
- Religion or belief
- Disability or additional needs
- Gender
- Sexual orientation

- Family circumstances
- Appearance
- Young carers or looked-after children

We recognise that bullying involving protected characteristics may also constitute discriminatory behaviour.

7. Responsibilities

Governors

Governors will:

- Monitor the effectiveness of this policy.
- Review bullying trends and data.
- Ensure appropriate procedures are in place.
- Hold leaders to account for implementation.

Executive Headteacher and Senior Leaders

Senior leaders will:

- Promote an anti-bullying culture.
- Ensure concerns are investigated promptly.
- Monitor and analyse incidents.
- Ensure staff receive appropriate guidance and training.
- Inform governors of significant patterns or concerns.

Staff

All staff will:

- Model respectful behaviour.
- Take all reports seriously.
- Challenge inappropriate language and behaviour.
- Follow school procedures.
- Record incidents on CPOMS where appropriate.
- Work with families to resolve concerns.

Pupils

Pupils are expected to:

- Follow the school rules.
- Treat everyone with respect.
- Report concerns to a trusted adult.
- Support one another.
- Refuse to participate in bullying behaviours.

Parents and Carers

Parents and carers are expected to:

- Support the school's Catholic values and behaviour expectations.
- Encourage their child to report concerns.
- Inform the school promptly if bullying is suspected.
- Work in partnership with the school to resolve concerns.
- Promote respectful behaviour online and offline.

8. Our Approaches to Dealing with Bullying

We believe that everyone involved in the life of St Anne's and Guardian Angels RC Primary School must take responsibility for promoting a common anti-bullying approach.

We agree to:

- Tell
- Be supportive of each other
- Provide positive role models
- Convey a clear understanding that we disapprove of unacceptable behaviour
- Be fully involved in the development of the anti-bullying policy
- Support anti-bullying practice
- Support each other in the implementation of this policy

9. Preventing Bullying and Creating an Anti-Bullying Ethos in our School

Preventing bullying is more effective than simply responding to incidents.

The school will:

- Teach children that bullying, including cyber bullying, is unacceptable.
- Teach pupils that bullying is a problem to which solutions can be found.
- Teach children that seeking help and openness are regarded as signs of strength not weakness. We are a 'telling' school.
- Promote the values of kindness, compassion and respect.
- Encourage an environment where individuality is celebrated and individuals can develop without fear.
- Teach anti-bullying messages through RSHE, RE and Personal Development.
- Deliver regular safeguarding and online safety training to all staff.
- Teach children about safeguarding themselves, good mental health and wellbeing habits and about online safety.
- Promote positive behaviour through the Behaviour Policy.
- Use assemblies, collective worship and awareness events.
- Participate in Anti-Bullying Week.
- Encourage pupil voice.
- Ensure robust reporting systems are in place and that staff are adequately trained to use them. In our school, our reporting system is CPOMS.
- Monitor behaviour patterns and vulnerable groups.
- Ensure appropriate playground supervision.
- Provide safe adults and spaces for pupils who need support.
- Teach pupils how to seek help using our established systems for resolving conflict and seeking adult support.

10. Reporting Bullying

Whenever a bullying incident is reported, we will go through a number of steps. The exact nature of each step will be adapted to suit the nature and severity of the incident, and the response of those involved.

Before progressing, it may be useful for parents/carers/staff to consider the following:

- Has the incident with the same person or people occurred several times within a reasonably short period of time?
- Is it a disagreement or the result of play, which has got out of hand?
- Is it a 'falling out of friends' matter?
- Are you sure your child has not had at least partial responsibility for the incident?
- Can you recognise a pattern to the incidents?
- Have you noticed any change in your child's behaviour?

Although incidents may not be considered bullying (as defined in this policy), they should always be followed up thoroughly in the school and dealt with appropriately. In these situations our Behaviour Policy should be referred to for more guidance.

When a bullying incident has come to the attention of St. Anne's and Guardian Angels Primary School, it will always be taken seriously, investigated and actioned. However, we cannot report to the parent/carer of any child except their own.

Pupils should report concerns to:

- Their class teacher.
- Any trusted adult.
- A member of the Senior Leadership Team.

Parents should report concerns to:

- The class teacher in the first instance.
- If the incident is not resolved please contact the school office by phone 0207 247 6327 or email office@stannesgaprimary.com to make an appointment with the Head of School
- Write a letter FAO of Head of School

All concerns will be taken seriously and investigated.

11. Investigating Allegations of Bullying

When parents have raised a concern about a potential bullying issue, it is important that they be assured that action will be taken.

Our response will be as follows:

1. If raised with the Class Teacher directly, the class teacher will talk to all parties concerned to establish what has happened and if the incident is considered bullying. If the class teacher determines that the actions of the children involved does amount to bullying, the class teacher will refer this to the Head of School. The Head of School will then move to step 3 below.
2. If raised in writing to the Head of School directly, the Head of School will contact the parent to respond to the concern within two school days.
3. The Head of School will talk to all parties concerned to establish what has happened and if the incident is considered bullying.
4. The Head of School will talk to the parents of the victim and the parents of the bully (this would usually be done separately) within 5 working days.

St. Anne's and Guardian Angels RC Primary School will:

1. Talk the incident through with all parties involved
2. Support the person who has been bullied to express their feelings
3. Support the person displaying the bullying behaviour to express their feelings
4. Explore the use of Restorative Approaches
5. Discuss which rule(s) have been broken
6. Discuss strategies for making amends

10. Responding to Bullying Incidents

When bullying is reported or suspected:

1. The concern will be listened to and acknowledged.
2. Appropriate staff will investigate by speaking with all parties.
3. Parents of those involved will be informed where appropriate.
4. Records will be completed on CPOMS.
5. Adults will explain why the inappropriate behaviour is unacceptable.
6. Restorative approaches will be used to repair damaged relationships.
7. Appropriate support will be put in place. This may include a 'Student Action Plan Against Bullying' (see Appendix 1)
8. Consequences will be applied where necessary.
9. The police will be informed where criminal offences may have occurred.
10. Children's Social Care will be informed where safeguarding concerns that reach the threshold for referral have been reached.
11. Follow-up monitoring will take place to ensure the behaviour has stopped.

The response will be proportionate to:

- The age of the pupils involved.
- The seriousness of the behaviour.
- Whether there is a pattern of repeated behaviour.
- Any safeguarding concerns.
- Any additional needs or vulnerabilities.

Incidents that occur outside school may still be addressed by the school where they affect pupils' safety, wellbeing or the orderly running of the school.

The Designated Safeguarding Lead will be informed where a bullying incident raises safeguarding concerns.

11. Responding to Cyber Bullying

Cyberbullying can occur both in and outside school. It can occur on a variety of devices including smart phones and gaming devices, and across a range of platforms such as Whatsapp, Snapchat, Instagram, Tik Tok etc.

It is important to point out that many online platforms have a minimum user age (usually 13 or 16), and parents should ensure that their child is old enough to access these accounts. Parents are also advised to monitor their children's devices regularly and to avoid children's unsupervised use of online platforms and devices.

The school will:

- Investigate concerns promptly.
- Encourage pupils to save evidence.
- Work with parents to address concerns.
- Request removal of harmful content where appropriate.
- Contact service providers if necessary.
- Involve the police where criminal offences may have occurred.
- Children's Social Care will be informed where safeguarding concerns that reach the threshold for referral have been reached.
- Apply behaviour sanctions where school pupils are involved.

Incidents that occur outside school may still be addressed by the school where they affect pupils' safety, wellbeing or the orderly running of the school.

12. Support for Pupils

Pupils Who Have Experienced Bullying

Support may include:

- Reassurance and pastoral support.
- Daily check-ins.
- Opportunities to discuss concerns.
- Support from senior leaders.
- Restorative work.
- Friendship support.
- Timetable or seating plan adjustments.
- Referral to external agencies where appropriate.

Pupils Displaying Bullying Behaviour

The focus is both accountability and behaviour change.

Support may include:

- Restorative conversations.
- Reflection activities.
- Timetable or seating plan adjustments.
- Behaviour support plans.
- Parental involvement.
- Social and emotional support.
- Monitoring and mentoring.

13. Consequences

Bullying is identified within the Behaviour Policy as a serious, non-negotiable behaviour. Incidents will be referred to senior leaders and recorded.

Consequences may include:

- Restorative meetings.
- Loss of privileges.
- Removal from activities.
- Internal sanctions.
- Behaviour support plans.
- Internal suspension.
- Fixed-term suspension.
- Permanent exclusion in the most serious cases.

Consequences will be determined on a case-by-case basis.

14. SEND Considerations

The school recognises that pupils with SEND may:

- Be more vulnerable to bullying.
- Experience difficulties reporting concerns.
- Require additional support during investigations.
- Sometimes struggle to understand the impact of their behaviour on others.

Reasonable adjustments will be made where appropriate.

When determining support and consequences, staff will consider:

- Individual SEND needs.
- Communication difficulties.
- Social understanding.
- Any identified vulnerabilities.

Consequences will remain proportionate whilst taking account of individual circumstances.

15. Recording and Monitoring

The school will:

- Record confirmed incidents of bullying on CPOMS.
- Monitor patterns and trends.
- Analyse incidents involving vulnerable groups.
- Report trends to governors.

- Review procedures where patterns emerge.

16. Complaints

If a parent or carer is dissatisfied with the school's handling of a bullying concern, they should first discuss the matter with the Head of School or the Executive Headteacher.

If the matter remains unresolved, it should be pursued through the school's Complaints Policy.

17. Monitoring and Review

This policy will be reviewed annually by the Governing Body or sooner if:

- There are significant changes in legislation;
- National guidance changes;
- Local circumstances require revision;
- Monitoring identifies areas requiring improvement.

This policy should be read in conjunction with the school's Behaviour Policy.

Appendix 1

Student Action Plan Against Bullying

XXXXX's Support Plan	
Name:	**Date of Plan:**
Describe Your Experience Think about the bullying you have experienced. Describe the situation, including where it happened, who was involved, what happened, and how it made you feel.	**Reflect on Your Experience** Consider how that situation could be different. Include what you would like to see happen, what things could change, and what would help you feel more in control of the situation.
At school these things can make me feel worried or upset:	
When I start to get upset, I notice these things about myself:	

When I start to get upset, others notice these things about me:
My key adults in school are: xxxxxxxxxxx
When I can speak to my key adults: **Where I can speak to my key adults:**
Things I can do to make myself feel better when I'm at school:
Things that other people can do to make me feel better and safe when I'm at school:
Places in school that I can go to where I feel safe and supported:
Things that I will do at home/outside of school to keep myself happy and safe:

This plan will be reviewed every week to determine what is helping, what more might need to be done and when things have improved enough that the plan is no longer needed. ***The first review date will be: xxxxxxxxxxxxxxx***
My signature: Key adult's signature:
Other people who have a copy of this plan are:
Adults supporting me in the classroom The Head of School My parents