

This policy was reviewed November 2025. It is reviewed in line with the behaviour policy.

XII Apostles RCPS Anti-Bullying Policy



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Version	3

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XII Apostles R.C.P.S. - Anti-Bullying Policy

TWELVE APOSTLES MISSION STATEMENT

Through learning and loving we will follow Jesus

Aims of the policy:

- ❖ To provide a safe, caring environment for the whole school community, especially the children in our care.
- ❖ To ensure that children understand that bullying is not acceptable at Twelve Apostles and that any reports of bullying will be taken seriously, recorded and acted upon.
- ❖ To reassure children that they will be listened to and that it is all right to talk to someone.
- ❖ To listen to parents concerns, reassure them and keep them informed of actions taken in response to a complaint.
- ❖ A full investigation will follow any report of bullying with detailed records kept of incidents, reports and complaints.
- ❖ To take appropriate action, including exclusion where cases of severe bullying are found.
- ❖ To monitor incidents of bullying during the school year by the class teacher and Headteacher.
- ❖ A separate log of any racist incidents will be kept.

What is Bullying?

A definition of bullying

Bullying is repeated verbal, physical, social or psychological behaviour that is harmful and involves the misuse of power by an individual or group towards one or more persons. Cyber bullying refers to bullying through information and communication technologies. Bullying of any form or for any reason can have long-term effects on those involved including bystanders.

Bullying can be: (this is not an exhaustive list)

- **Emotional** – being unfriendly, excluding, tormenting, (e.g. hiding things, threatening gestures)
- **Physical** – pushing, hitting, kicking, or any use of violence
- **Verbal** – name-calling, sarcasm, spreading rumours, teasing, this also includes all aspects of gender bullying.
- **Cyber** – this covers all areas of internet including email, internet chat rooms and social networking sites such as Facebook. Mobile threats by text messaging & calls. Misuse of associated technology such as camera & video facilities
- **Indirect** – ignoring someone, leaving people out

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Why someone might be the target of a bully: (this is not an exhaustive list)

- **Racism** – leading to racial name calling, graffiti, gestures
- **Sexism** – resulting in unwanted physical contact or sexually abusive comments
- **Homophobia** – focusing on the issue of sexuality
- **Materialism** – resulting in making fun of a person because of their clothes or school equipment
- **Disability** – referring to a person’s disability
- **Religion** – leading to name calling, graffiti, gestures
- **Transgender** – where a person is uncertain about their sexual identity or is changing from one gender to another and this results in being made fun in any way

Bullying can take place in the classroom, playground, toilets, on the journey to and from school, on residential trips and cyberspace. It can take place in group activities and between families in the local community.

Bullying also includes:

- Child v Child bullying
- Adult v Adult bullying
- Adult v Child bullying
- Child v Adult bullying

Conflict or fights between equals, and single incidents, are not defined as bullying.

Bullying behaviour is not:

- children not getting along well
- a situation of mutual conflict
- single episodes of nastiness or random acts of aggression or intimidation.

Objectives of this Policy

- ❖ All governors, teaching and non-teaching staff, pupils and parents should have an understanding of what bullying is.
- ❖ All governors and teaching and non-teaching staff should know what the school policy is on bullying and follow it when bullying is reported.
- ❖ All pupils and parents should know what the school policy is on bullying, and what they should do if bullying arises.
- ❖ As a school we take bullying seriously. Pupils and parents should be assured that they will be supported when bullying is reported.
- ❖ Bullying will not be tolerated at Twelve Apostles.

We are happy to endorse, support and implement both the guidance from the government and anti-bullying alliance website to prevent and tackle bullying.

Our School Council create an updated Anti-bullying charter every other year and have written a child friendly version of our Anti-bullying policy, each class has a copy and all teachers discuss this with their class every Autumn term. Staff also refer back to this as and when needed.

Signs and Symptoms for Parents and Staff to be aware of:

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A child may indicate, by signs or behaviour, that he or she is being bullied. Adults should be aware of these possible signs, and they should investigate if a child:

- is frightened of walking to or from school
- begs to be driven to school
- changes their usual routine
- is unwilling to go to school (school phobic)
- becomes withdrawn anxious, or lacking in confidence
- starts stammering
- cries themselves to sleep at night or has nightmares
- feels ill in the morning
- begins to do make less effort with school work than previously
- comes home with clothes torn or books damaged
- has possessions which are damaged or " go missing"
- asks for money or starts stealing money
- has dinner or other monies continually "lost"
- has unexplained cuts or bruises
- comes home hungry (money / lunch has been stolen)
- becomes aggressive, disruptive or unreasonable
- is bullying other children or siblings
- stops eating
- is frightened to say what's wrong
- gives improbable excuses for any of the above
- is afraid to use the internet or mobile phone
- is nervous and jumpy when a cyber message is received
- lack of eye contact
- becoming short tempered
- change in attitude to people at home.

These signs and behaviours could indicate other social, emotional and/or mental health problems, but bullying should be considered a possibility and should be investigated.

Procedures and Outcomes:

Bullying hurts. No one deserves to be a target of bullying. Everybody has the right to be treated with respect.

It is important to uphold the principle that the child is telling the truth and that disciplinary measures are applied fairly and consistently, therefore:

1. Discuss the nature of the bullying with the 'target'(victim) at length, recording all the facts including details of the bully/bullies and any witnesses.

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2. Discuss the incident(s) with the alleged bully/ies (perpetrator/s), focussing on the allegations made and any witness statements expressing the importance of telling the truth about the situation/incident. Make it clear that this is only an investigation at this stage, to establish the facts. If bullying has taken place, and is admitted, then appropriate work will be carried out in a restorative way; this would normally be led by the Pastoral Lead with the assistance of other key staff, if needed. Our aim is to put a stop to the bullying and ensure that the perpetrator understands the hurtful nature of their actions, and not to repeat similar bullying behaviour in the future. If the allegations of bullying are denied there will be further investigations and close monitoring, once we have enough evidence to identify any bullying the relevant sanctions will be applied, and restorative work carried out as above.

3. The Headteacher will ensure that the child being bullied will be safe and monitored daily, and will be supported by either the Pastoral Lead, key staff or the schools Counsellor. The target/victim will be asked to report any further incidents immediately.

4. The Headteacher (or DHT, or Pastoral Lead) will have separate discussions with parents of the bully/perpetrator and target/victim.

5. If bullying continues parents of the alleged bully/perpetrator will be contacted and the Headteacher and parents will meet and a supportive plan of action and consequences will be put in place, in line with school's behaviour policy. In extreme cases, the bully/perpetrator may be temporarily excluded from school. The school will follow all appropriate guidelines if this action is necessary.

6. Sanctions for the bully include:

- withdrawal from favoured activities, for example a school trip
- loss of break times for a period to be determined by the Headteacher
- Being sent home during lunchtimes for a period to be determined by the Headteacher
- fixed period of Suspension from school
- signing an individual behaviour plan (IBP)

Statement from Department for Education – Preventing and tackling bullying:

'Although bullying in itself is not a criminal offence in the UK, it is important to bear in mind that some types of harassing or threatening behaviour – or communications could be a criminal offence, for example under the Protection from Harassment Act 1997, the Malicious Communications Act 1988, the Communications Act 2003 and the Public Order Act 1986. If school staff feel that an offence may have been committed, they should seek assistance from the police. For example, under the Malicious Communications act 1988, it is an offence for a person to send an electronic communication to another person with the intent to cause distress or anxiety or to send an electronic communication which conveys a message which is indecent or grossly offensive, a threat, or information which is false and known or believed to be false by the sender.'

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Prevention:

- At XII Apostles we use a variety of methods to support children in preventing and understanding the consequences of bullying through whole school assemblies, PSHE and
- PSHE Curriculum, relaxation therapy in school. Anti-bullying week and E-safety weeks, worry monster in both key stages and discussions with staff.
- Pupils in KS 2 are also consulted through in-school pupil questionnaires.
- The ethos and working philosophy of XII Apostles means that all staff actively encourage children to have respect for each other and for other people's property. Good and kind/polite behaviour is regularly acknowledged and rewarded.
- Staff will regularly discuss bullying; this will inform children that we are serious about dealing with bullying and leads to open conversations and increased confidence in children to want to discuss bullying and report any incidents and concerns about other children's behaviour.
- Staff to follow the equality policy; supporting every child in our school.
- Staff must reinforce a general message that children do not have to be friends with everyone else, but they must be respectful of everyone else's feelings and be kind to each other.
- A member of staff trained in 'Restorative Approaches' will support the children in resolving their differences.
- Children are involved in the prevention of bullying as and when appropriate, these include:
 - writing a set of school or class rules at the beginning of the academic year and signing a class charter
 - having play leaders and play buddies during lunchtime

If a child feels that they are being bullied, or if they think someone else is being bullied, then there are several procedures that they are encouraged to: (not hierarchical)

- ❖ Tell a friend
- ❖ Tell a member of the School Council
- ❖ Write their concern and post it in the 'worry monster'
- ❖ Tell a parent or adult at home whom you feel you can trust
- ❖ Tell the Pastoral Lead
- ❖ Discuss it as part of your PSHE time
- ❖ Tell the class teacher
- ❖ Tell the Headteacher

Recording of Bullying Incidents:

- When an incident of bullying has taken place, staff must be prepared to record and report each incident. Incidents will be recorded in the class behaviour log and electronically on CPOMs.
- In the case of racist bullying, this must be reported to the Headteacher and this will be logged (The racist incident book is in the school office and electronically on CPOMs)
- General incidences of bullying will be recorded in the class behaviour logs.

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- All incidents of bullying will be discussed with all relevant staff and parents of the children involved, in order that everyone can be vigilant and that further incidents by the same child(ren) may be prevented from happening in the future.
- Incidents of bullying will be discussed with the Governing Body (Safeguarding Governor)

Advice to Parents:

As the parent of a child whom you suspect is being bullied-

1. Report bullying incidents to the class teacher in the first instance.
2. In cases of serious bullying, the incidents will be recorded by the class teacher and the Headteacher notified.
3. In serious cases parents should be informed and will be asked to come into a meeting to discuss the problem
4. The bullying behaviour or threats of bullying must be investigated, and the bullying stopped quickly
6. An attempt will be made to help the child using unacceptable behaviour towards others, to change their behaviour.

Do Not:

1. Attempt to sort the problem out yourself by speaking to the child whom you think may be behaving inappropriately towards your child or by speaking to their parents.
2. Encourage your child to be 'a bully' back

Both of these will only make the problem much harder to solve.

Sharing the Policy with children

A child friendly version of the anti-bullying policy (Appendix 1) will be shared with children on an annual basis as part of anti-bullying week.

Help and organisations:

Anti-bullying Alliance- anti-bullyingalliance.org.uk

Kidscape – www.kidscape.org.uk

Think U Know – www.thinkuknow.co.uk

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Appendix 1

Children's Anti-Bullying Policy

Objectives of this Policy

- For children to understand what bullying is
- For all children to know what to do if they or someone they know are being bullied
- To know what happens if you bully someone
- To know that bullying will not be tolerated at Twelve Apostles

What is bullying?

- Bullying is a behaviour that intentionally hurts someone either physically or emotionally, and happens over and over again. This can be in person or online.
- Bullying can be:
- Emotional- being unfriendly, excluding and tormenting (e.g. hiding things and threatening gestures)
- Physical- pushing, hitting, kicking or any use of violence
- Racist- racial name calling
- Sexist- unwanted physical contact or comments
- Homophobic
- Verbal- name calling, sarcasm, spreading rumours and teasing
- Cyber- this covers all of the internet including email, chat rooms, social networking sites and messaging platforms
- Indirect- ignoring someone and leaving people out
- Material- making fun of clothes and equipment
- Disability- due to personal disability

Bullying can be:

- Children v children
- Adult v adult
- Adult v child
- Child v adult
- Individual or groups

What should you do if you or someone you know is being bullied?

Bullying hurts. No one deserves to be a victim of bullying. Everyone has the right to be treated with respect. If you are being bullied, you must speak to someone you can trust. This might be an adult at home or in school. You can speak to any adult in school but there are key adults in school who can help. These adults are Mrs Whitton Mrs Marsden and Mrs Stones. If you are struggling to approach an adult, you can write your name on a piece of paper and add it to the worry monster in Key Stage 1 or Key Stage 2. There are also 2 anti-bullying ambassadors in each of the classes. If a friend has spoken to you about being bullied you must encourage them to speak to a grown up, if they won't, you can tell an adult or one of your anti-bullying ambassadors.

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What happens to bullies?

1. All parents, members of staff and children must talk to the Headteacher or Deputy Headteacher when there has been an incident of bullying.
2. The Headteacher or Deputy Headteacher will speak to the child being bullied and the child or children who have been bullying. The incident may be recorded in the relevant class behaviour book.
3. The Headteacher or Deputy Headteacher will ensure that the child being bullied is safe and given lots of support. Support will be provided from the pastoral manager.
4. The child being bullied will be asked to tell the Headteacher or Deputy Headteacher immediately if anything else happens.

Bullying will not be Tolerated at Twelve Apostles

Twelve Apostles Anti-Bullying Charter

All staff, children and parents are working together to create a school community where bullying will not be tolerated.

Our School Community

- Actively discourages bullying.
- Ensures that children have a range of opportunities to discuss and share their worries
- Discusses, monitors and reviews our anti-bullying policy on a regular basis.
- Supports staff to promote positive relationships and identify and tackle bullying appropriately; that children feel safe to learn and that children abide by the anti-bullying policy.
- Will report back to parents/ carers regarding their concerns on bullying and deal promptly with complaints. Parents/ carers in turn work with school to follow the anti-bullying policy.
- Seeks to learn from anti-bullying good practice elsewhere and utilises the support of the Local Authority and relevant organisations when appropriate.

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Linked Policies

Behaviour Policy

Equality Policy

Staff Code of Conduct