



Great schools at the heart of our community

## Anti-bullying Policy

Adopted by the Local Governing Bodies of New Road Primary and Nursery School and Park Lane Primary and Nursery School on 30<sup>th</sup> April and 12<sup>th</sup> May 2026

**Policy reference:**

**This policy is to be reviewed:**

Annually

**The next review date is:**

March 2026

**Review is the responsibility of:**

The Local Governing Bodies of New Road Primary and Nursery School and Park Lane Primary and Nursery School

### Review History

**Review ratified:**

18<sup>th</sup> March 2024 (New Road)

19<sup>th</sup> March 2024 (Park Lane)

**Review ratified:**

11<sup>th</sup> March 2025 (New Road)

23<sup>rd</sup> March 2025 (Park Lane)

**Review ratified:**

30<sup>th</sup> April 2026 (New Road)

12<sup>th</sup> May 2026 (Park Lane)

**Authorised by:**



## Anti-Bullying Policy

### Overview

This policy is for parents and staff to use when a child could be or is being bullied in school. If you are a concerned parent reading this, please contact your child's class teacher or a senior member of staff at the school to discuss your concern. You will be able to work with the school, use this policy and prevent your child being bullied.

### What is bullying?

Bullying takes many forms and can be short term or continue over a number of years. It can be physical, verbal, virtual or even just a look. It may involve extortion or exclusion. It can be overt or subtle. Whatever form it takes, bullying is a wilful, conscious desire to hurt, threaten or frighten someone else. **All bullying is aggression but not all aggression is bullying.** It does not include occasional fighting or falling out between friends or equals.

At New Road Primary and Nursery School and Park Lane Primary and Nursery School we take the issue of bullying very seriously and will always deal with incidents as soon as we know it is happening.

### Help and advice

There are lots of organisations that provide support and advice if you're worried about bullying:

- [Anti-Bullying Alliance](#)
- [Bullying UK](#)
- [Childline](#)
- [The Diana Award](#)
- [Internet Matters](#)
- [Kidscape](#)
- [The UK Safer Internet Centre](#)
- [UK Council for Child Internet Safety \(UKCCIS\)](#)

### Main Aims

- To make clear to everyone within our school community that no form of bullying is acceptable.
- Adhere to national guidance <https://www.gov.uk/bullying-at-school/reporting-bullying>

- To encourage everyone, including pupils, to report all incidents of bullying.
- To offer comfort and support to victims.
- To confront bullies with the seriousness of the offence, but to offer support and counselling to help them to readjust their behaviour.
- To consider any punishment carefully. Reacting aggressively or unduly punitively gives the message that it is all right to bully if you have the power.
- To seek parental support and peer group support and co-operation at all times.

### Preventing Bullying

We feel that a clear policy for preventing bullying, understood and supported by all staff, children, parents and governors, will enhance our existing positive behaviour policy and forge links with the curriculum through personal and social education. Tackling bullying is one part of making the school a happy place for everyone.

Although, not exclusively the case, it is considered that the times during the school day when the children have less structured activities (i.e. before school, playtimes, lunchtimes in particular, and immediately after school or when unsupervised at home) are times when bullying is more likely to occur. All staff and parents during these times must be made fully aware of this policy and procedures to follow.

The curriculum offers an ideal vehicle for conveying to pupils the school's attitude to bullying. The Personal and Social Education programme can tackle the issue of bullying through circle time and other related activities. These activities also help to give children the confidence to "speak out" against bullying. Drama and role play activities are a very powerful way of exploring the issue while themes for assemblies/ collective worship can serve to reinforce the message.

The school environment will promote an anti bullying ethos. Posters reminding children about dealing with bullying will be displayed.

Children's views will be taken seriously and they will be given frequent opportunities to respond to questionnaires concerning their well being and to discuss issues concerning bullying with adults (Teacher, TA or Phase Leaders/SLT).

All alleged bullying should be reported to the child's class teacher in the first instance.

## Guidelines for teachers

### Stage 1 Action against potential bullying 'nip in the bud'

- Deal with any incident as soon as you know it is happening.
- **On the third occasion with in a 4-week period record the incident as bullying using My Concern and inform the parents of the child being bullied and of the bully.**
- Make it very clear that bullying is not tolerated in the school.
- Talk to both bully & victim separately. Make notes of what they say and record on My Concern.
- To the bully explain:
  - how being bullied makes people feel,
  - you will be observing him / her & contacting parents if it does not stop
- To the victim – comfort, reassure and praise for telling.

### Stage 2 Action against bullying

**If the bullying persists despite the use of appropriate strategies the following actions must be undertaken.**

1. **One or more of the following sanctions may be applied in the case of known incidents (see the school's behaviour policy).**
  - Missing playtimes
  - Coming straight into school in the morning.
  - Working in another classroom away from the victim.
  - Behaviour contract to be completed
  - Fixed term exclusion

#### **2. Action by adults involved:**

- Log every incident using My Concern: make summary notes of discussions with both bully & victim.

- Ensure both parents of the alleged victim and the alleged bully are informed.

### **3. One to one meeting/s with victim:**

- Discuss strategies for communicating feelings and emotions.
- Role play situations
- Agree strategies to access help / places to retreat

### **4. Increase meetings with bully's parents.**

- Explain what further sanctions may be applied and other actions to be taken.
- Explain possible next steps – lunchtime exclusion / fixed term exclusion / permanent exclusion.