	Name of School	Terrington St Clement Community School
	Policy review Date	September 2025
	Date of next Review	September 2027
	Who reviewed this policy?	SLT & SMT

## ANTI-BULLYING POLICY - We are a Telling School

### Statement of Intent

We are committed to providing a caring, friendly and safe environment for all of our learners and staff so they can learn and work in a relaxed and secure atmosphere. Bullying of any kind is unacceptable at our school and any reports of bullying will be taken seriously and investigated. We do all we can to prevent it, by developing a school ethos in which bullying is regarded as unacceptable. Our ethos is inclusive and all children and staff have equality of opportunity to benefit from the wide range of experiences open to them. If bullying does occur, all pupils and staff should be able to tell and know that incidents will be dealt with promptly and effectively. We are a 'TELLING' school. This means that *anyone* who knows that bullying is happening is expected to tell an appropriate adult.

This policy is based on DfE guidance "[Preventing and Tackling Bullying](#)" and supporting documents. It also takes into account the DfE statutory guidance "[Keeping Children Safe in Education](#)". The school has read and adopted Childnet's guidance in "[Cyberbullying: Understand, Prevent and Respond: Guidance for Schools](#)".

### The School's Approach

Terrington St. Clement Community School aims to help all learners and their families understand what bullying really is. Bullying results in pain and distress to the victim and is defined as actions against others which **meet all three** of the following criteria:

- Multiple incidents over a short period of time;
- Deliberate;
- Emphasizes an imbalance of power.

Incidents which *do not meet all 3 of these criteria* will be dealt with under our Behaviour Policy.

Bullying can be:

- Emotional      being unfriendly, excluding, tormenting (e.g. hiding books, threatening gestures)
- Physical        pushing, kicking, hitting, punching or any use of violence
- Racist            racial taunts, graffiti, gestures
- Sexual            unwanted physical contact or sexually abusive comments or harassment
- Homophobic   because of, or focussing on the issue of sexuality
- Verbal           name-calling, sarcasm, spreading rumours, teasing
- Cyber            All areas of internet ,such as email & internet chat room misuse  
Mobile threats by text messaging & calls  
Misuse of associated technology , i.e. camera & video facilities

Bullying can take place in all relationships: between children, between children and staff, or between staff.

We teach learners bullying is deliberately hurtful behaviour; it is repeated over time and there is usually an imbalance of power, which makes it hard for those being bullied to defend themselves. Bullying is a **persistent, deliberate attempt to hurt or humiliate someone.**

Parents and carers of the target(s) and perpetrator(s) are encouraged to work closely with the school staff in reaching a satisfactory conclusion to incidents of bullying. There is sometimes a disconnect between parents or

carers views as to what constitutes bullying and what may form part of normal childhood disagreements as children develop their ability to manage their emotions and navigate social situations successfully. Whilst this can be upsetting in the short term, it does not necessarily mean that a child is being bullied by their peers. We will keep an open mind and seek to support and manage children's perceptions and address any unkindness to avoid things escalating or potentially becoming a form bullying in future. Parents and carers play a pivotal role in this, and we encourage them to support their child to be open and honest with us about any concerns or incidents in a timely manner so that they can be quickly addressed.

We aim to address any incidents of bullying, in partnership with pupils, parents and carers, in the following ways:

- taking a firm and public stand against bullying in our school
- raising awareness of the problem through Personal, Social and Health Education and communications to parents
- raising awareness with pupils through lessons, school rules and assemblies – emphasising that we are a 'TELLING' School (see Appendix A)
- implementing anti-bullying strategies
- taking part in national anti-bullying events
- listening to learners and their parents
- staff training
- increasing awareness of pupils to act as an extra 'set of eyes and ears' to identify and report bullying and avoid being a 'bystander'.

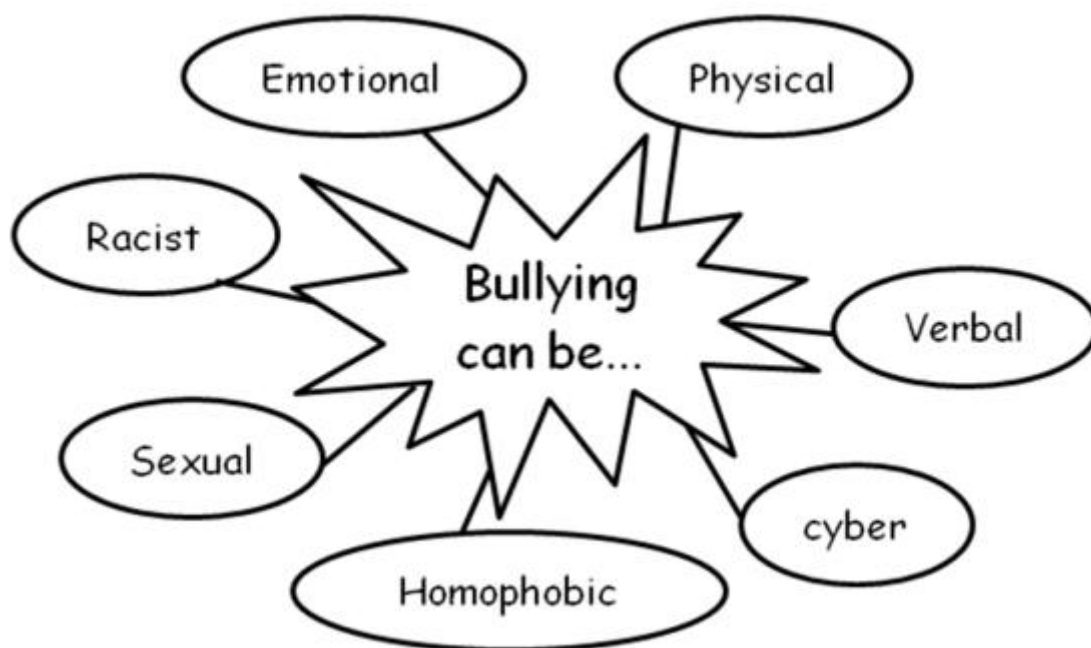
Learners are encouraged to care for one another and act kindly towards each other and this is central to our school rules. However, we recognise bullying exists in every school.

Terrington St. Clement Community School takes the concerns of our pupils seriously and at the earliest possible opportunity. Staff follow the agreed procedure:

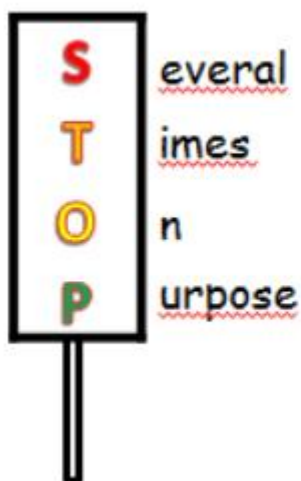
1. When a pupil says they are being bullied, or if a pupil reports seeing or hearing bullying, staff must acknowledge this. Staff will be made aware of possible signs of bullying and react accordingly in line with this policy.
2. All disclosures of bullying will be taken seriously and where allegations of bullying are about allegations perpetrated by the child's own family, staff will not investigate but will record this on the CPOMS system (an online internal reporting system) and the Senior Designated Person for Child Protection will take over the matter. If necessary, a referral to Children's Services will be made.
3. All other incidents will be investigated: all parties concerned will be spoken to individually to gather all perspectives.
4. All incidents of bullying are logged on CPOMS. The report must include the following information and all linked pupils must be added and any staff who have regular contact with the pupils:
  - date, time and location of alleged incident
  - date and time incident reported and acknowledged
  - nature of the alleged incident
  - details of any injury sustained
  - member of staff to whom the incident was reported and acknowledged
  - name of any individuals involved including details of any witnesses and their report of the incident
  - details of immediate action taken including the informing of parents/carers of both parties
  - details of follow-up
5. If normal school procedures do not achieve a satisfactory solution, all parties meet and agree a method of following up the incident and a means to communicate the results to parents/carers – ie: email, phone call, letter. At this point a follow up date is also agreed. Notes are taken at any meeting and kept as a record. Records are kept on CPOMS to ensure all records are stored electronically and can be referred back to,
6. Where a problem has not been resolved, the school's strategy will be reviewed and further advice sought from a Norfolk Children's Services Advisor.
7. Incidents are reported to governors as part of the headteacher's report so governors are able to judge the effectiveness of the school's approach to managing bullying.

By following this policy, we at Terrington St. Clement Community School seek to maintain a high profile for the anti-bullying policy and build a strong ethos of anti-bullying in our school.

# We are a 'TELLING' School



When is it bullying?



What should I do?

