Twin Oaks Primary School
Anti-Bullying Policy

The school where everyone is valued and all succeed.

Governing Body with Responsibility	Full Governing Body
Agreed by Governors on	26th January 2026
Chair's Signature	Samantha Hoyer
Staff Member Responsible for Review	Headteacher
Date for Review	January 2027

A Community Working Together Against BULLYING

What is bullying?

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

Bullying is, therefore:

- Deliberately hurtful
- Repeated, often over a period of time
- Difficult to defend against

Bullying can include but is not limited to:

Type of bullying	Definition
Emotional	Being unfriendly, excluding, tormenting
Physical	Hitting, kicking, pushing, taking another's belongings, any use of violence
Racial	Racial taunts, graffiti, gestures
Prejudice-based and discriminatory, including: • Racial • Faith-based • Gendered (sexist) • Homophobic/biphobic • Transphobic • Disability-based	Taunts, gestures, graffiti or physical abuse focused on a particular characteristic (e.g. gender, race, sexuality)
Sexual	Explicit sexual remarks, display of sexual material, sexual gestures, unwanted physical attention, comments about sexual reputation or performance, or inappropriate touching
Direct or indirect verbal	Name-calling, sarcasm, spreading rumours, teasing

Cyber-bullying	Bullying that takes place online, such as through social networking sites, messaging apps or gaming sites

- Please note that all forms of bullying can take place either on or off line

Links to legislation

There are a number of pieces of legislation which set out measures and actions for schools in response to bullying, as well as criminal and civil law. These may include (but are not limited to):

- The Education and Inspection Act 2006, 2011
- The Equality Act 2010
- The Children Act 1989
- Protection from Harassment Act 1997
- The Malicious Communications Act 1988
- Public Order Act 1986

What is the School's Position?

Twin Oaks Primary School DOES NOT tolerate bullying and we will do all we can to prevent bullying in the first place. In our Behaviour Policy, bullying is included as a serious misbehaviour. We deal with any situations as they arise and will listen to and help any pupils affected. All reports of bullying will be taken seriously, recorded by the member of staff to whom they are reported and appropriate action taken. All records should be kept on MyConcern and can be updated by all parties as necessary. Sanctions as identified in the school's behaviour policy will be used.

All staff are aware of the following:

- The school rules.
- E-Safety information for parents, school staff and children.

Anti-Bullying Strategies

- A classroom ethos which promotes respect for the Individual and reflects Twin Oaks values
- Adults setting an example by practising basic good manners and a culture of mutual respect.
- Vigilance by all adults, pupils and parents in the school.
- Positive Behaviour Policy implemented by all staff.
- E-Safety and safe and responsible internet use taught across the school the school.

- Opportunities in class during Personal, Social and Health Education + Citizenship lessons as well as assemblies are used throughout the school year to raise the issue of anti-bullying.

Roles and responsibilities

The Governing Body
The Governing Body will review this anti-bullying policy in conjunction with the headteacher and monitor the policy's effectiveness, holding the headteacher to account for its implementation.

The Headteacher
The headteacher is responsible for reviewing this anti-bullying policy in conjunction with the Governing Body.
The headteacher will

- Ensure that the school environment promotes anti-bullying strategies and that staff deal effectively with bullying.
- Monitor how staff implement this policy to ensure that incidences of bullying are dealt with promptly and consistently.
- Report to/meet with parents/carers as necessary.
- Investigate and keep records of all reported incidents of bullying.
- Report to Governors, when requested, on the effectiveness of the policy.
- Ensure the health, safety and welfare of all children in the school.

Senior Leaders
Senior leaders will

- Investigate and keep records of all reported incidents of bullying.
- Report to/meet with parents/carers as necessary.

Teachers and Support Staff
All staff are responsible for:

- Implementing the anti-bullying policy consistently
- Recording and reporting bullying

Parents
Parents are expected to:

- Discuss any behavioural concerns with the class teacher promptly
- Attend meetings arranged by senior leaders or the headteacher to discuss their child's behaviour

Pupils

Pupils are expected to

- Report any incident of bullying immediately to a member of staff.
- Treat other people kindly and fairly and never bully others.
- Report if they are bullied.
- Report if they see others bullied. If they do not, they are covering up for the bully.
- Never make derogatory comments or tease people about any aspect of their person, gender, background, sexual orientation, culture or faith.

Children can report bullying to any member of staff. Any reports will be dealt with promptly, confidentially and sensitively.

Dealing with reports of and incidents of bullying

The following steps will be taken when dealing with all incidents of bullying reported to the school:

- If bullying is suspected or reported, the incident will be dealt with immediately by the member of staff who has been approached or witnessed the concern.
- The school will provide appropriate support for the person being bullied – making sure they are not at risk of immediate harm and will involve them in any decision-making, as appropriate.
- The school will provide support for the person who has carried out the bullying and for their family if appropriate.
- The school will implement a program for the person who has carried out the bullying to address the issues which have caused the behaviour.
- The headteacher or in her absence, the deputy headteacher, will interview all parties involved.
- The designated safeguarding lead will be informed of all bullying issues where there are safeguarding concerns.
- The school will inform other staff members, and parents/ carers, where appropriate.
- Sanctions (as identified within the school behaviour policy) will be implemented in consultation with all parties concerned.
- If necessary, other agencies may be consulted or involved, such as: the police (if a criminal offence has been committed) or other local services

including early help or children's social care (if a child is felt to be at risk of significant harm).

- Where the bullying takes place off school site or outside of normal school hours (including cyberbullying), the school will ensure that the concern is fully investigated. Appropriate action will be taken, including providing support and implementing sanctions in school in accordance with the school's behaviour policy.
- A clear and precise account of the incident will be recorded by the school in accordance with existing procedures. This will include recording appropriate details regarding decisions and action taken.

Cyberbullying

- Act as soon as an incident has been reported or identified.
- Provide appropriate support for the person who has been cyberbullied and work with the person who has carried out the bullying to ensure that it does not happen again.
- Encourage the person being bullied to keep any evidence (screenshots) of the bullying activity to assist any investigation.
- Take all available steps where possible to identify the person responsible. This may include:
    - looking at use of the school systems;
    - identifying and interviewing possible witnesses;
    - Contacting the service provider and the police, if necessary.
- Work with the individuals and online service providers to prevent the incident from spreading and assist in removing offensive or upsetting material from circulation. This may include:
    - Support reports to a service provider to remove content if those involved are unable to be identified or if those involved refuse to or are unable to delete content.
    - Confiscating and searching pupils' electronic devices, such as mobile phones, in accordance with the law.
    - Requesting the deletion of locally-held content and content posted online if necessary.
- Inform the police if a criminal offence has been committed.
- Provide information to staff and pupils regarding steps they can take to protect themselves online. This may include:
    - advising those targeted not to retaliate or reply;
    - providing advice on blocking or removing people from contact lists;

- helping those involved to think carefully about what private information they may have in the public domain.

Generative artificial intelligence (AI)

- Artificial intelligence (AI) tools are now widespread and easy to access. Staff, pupils and parents/carers may be familiar with generative chatbots such as ChatGPT and Google Bard.
- Twin Oaks recognises that AI has many uses to help pupils learn, but may also have the potential to be used to bully others. For example, in the form of 'deepfakes', where AI is used to create images, audio or video hoaxes that look real.
- Twin Oaks will treat any use of AI to bully pupils in line with our antibullying and behaviour policies.

Supporting Pupils who have been bullied

Pupils who have been bullied will be supported by:

- Reassuring the pupil and providing continuous support.
- Offering an immediate opportunity to discuss the experience with their teacher, the designated safeguarding lead, or a member of staff of their choice.
- Being advised to keep a record of the bullying as evidence and discuss how to respond to concerns and build resilience as appropriate.
- Working towards restoring self-esteem and confidence.
- Providing ongoing support; this may include: working and speaking with staff, offering formal counselling, engaging with parents and carers.
- Where necessary, working with the wider community and local/national organisations to provide further or specialist advice and guidance; this could include support through Early Help or Specialist Children's Services, or support through Child and Adolescent Mental Health Services (CAMHS).

What can Parents do?

At Twin Oaks we acknowledge that, if parents and teachers work together, there is always something we can do. If you have any worries about your child in school, please discuss them with us. These are some of the signs which parents may notice and which may be signs of bullying.

- Being frightened or unwilling to come to school.
- Decline in standard of school work.
- Possessions damaged without explanation.

- Not sleeping or eating properly.
- Generally depressed and withdrawn.
- Displaying 'out of character' behaviour.

The first thing to do is to give your child an opportunity to talk and see if he or she will open up about a problem. Next, contact the school to discuss your worries with the class teacher. Don't worry if all you have is a concern that something may be wrong. The class teacher will talk to your child and any others who may be involved. Action will be taken and sanctions applied as necessary. The parents of bully(ies) and victim(s) will be informed.
If the situation persists, advice from the Borough's Outreach service may be sought. In extreme cases, particularly where persistent aggressive or premeditated behaviour is deemed physically, mentally or otherwise dangerous to others, school's exclusion procedures will be applied.

Links with other policies and documents

This anti-bullying policy is linked to the following policies and documents:

- Behaviour Policy
- Exclusion Policy
- DFE Guidance Document - Preventing and tackling bullying; Advice for headteachers, staff and governing bodies July 2017 available here - https://www.gov.uk/education/school-bullying
- DFE Guidance Document - Sexual violence and sexual harassment between children in schools and colleges available here - https://www.gov.uk/education/safeguarding-pupils

Appendix 1 – Useful Links

Useful links and supporting organisations

- Anti-Bullying Alliance: www.anti-bullyingalliance.org.uk
- Childline: www.childline.org.uk
- Family Lives: www.familylives.org.uk
- Kidscape: www.kidscape.org.uk
- MindEd: www.minded.org.uk
- NSPCC: www.nspcc.org.uk
- PSHE Association: www.pshe-association.org.uk
- Restorative Justice Council: www.restorativejustice.org.uk
- The Diana Award: www.diana-award.org.uk
- Victim Support: www.victimsupport.org.uk
- Young Minds: www.youngminds.org.uk
- Young Carers: www.youngcarers.net
- The Restorative Justice Council: www.restorativejustice.org.uk/restorative-practice-schools

SEND

- Changing Faces: www.changingfaces.org.uk
- Mencap: www.mencap.org.uk
- Anti-Bullying Alliance Cyberbullying and children and young people with SEN and disabilities: www.cafamily.org.uk/media/750755/cyberbullying_and_send_-_module_final.pdf
- DfE: SEND code of practice: www.gov.uk/government/publications/send-code-of-practice-0-to-25

Cyberbullying

- Childnet International: www.childnet.com
- Digizen: www.digizen.org
- Internet Watch Foundation: www.iwf.org.uk
- Think U Know: www.thinkuknow.co.uk
- UK Safer Internet Centre: www.saferinternet.org.uk
- The UK Council for Child Internet Safety (UKCCIS) www.gov.uk/government/groups/uk-council-forchild-internet-safety-ukccis

Race, religion and nationality

- Anne Frank Trust: www.annefrank.org.uk
- Kick it Out: www.kickitout.org
- Report it: www.report-it.org.uk
- Stop Hate: www.stophateuk.org
- Tell Mama: www.tellmamauk.org
- Educate against Hate: www.educateagainsthate.com/
- Show Racism the Red Card: www.srtrc.org/educational

LGBT

- Barnardos LGBT Hub: www.barnardos.org.uk/what_we_do/our_work/lgbtq.htm
- Metro Charity: www.metrocentreonline.org
- EACH: www.eachaction.org.uk
- Proud Trust: www.theproudtrust.org
- Schools Out: www.schools-out.org.uk
- Stonewall: www.stonewall.org.uk

Sexual harrassment and sexual bullying

- Ending Violence Against Women and Girls (EVAW) www.endviolenceagainstwomen.org.uk
- A Guide for Schools: www.endviolenceagainstwomen.org.uk/data/files/resources/71/EVAWCoalition-Schools-Guide.pdf
- Disrespect No Body: www.gov.uk/government/publications/disrespect-nobody-campaign-posters
- Anti-bullying Alliance: advice for school staff and professionals about developing effective anti-bullying
- Practice in relation to sexual bullying: www.anti-bullyingalliance.org.uk/tools-information/all-aboutbullying/sexual-and-gender-related

Note: Additional links can be found in 'Preventing and Tackling Bullying' (July 2017)

- www.gov.uk/government/publications/preventing-and-tackling-bullying

Twin Oaks Primary School
Information for Parents – "Bullying"

What is Bullying?

Bullying is the wilful, conscious desire to hurt or threaten or frighten someone else through physical, verbal, emotional or psychological aggression. Bullying is manifested in many ways. Sometimes it involves hitting or kicking. But threats, teasing, and taunting are more common and often more damaging.

If your child knows someone who they think is being bullied encourage them to

- Not rush over and take the bully on.
- Let a teacher or adult know what's happening.
- Try to be a friend to the person being bullied.
- Refuse to join in.
- Ask for help.

If your child tells you they are being bullied encourage them to

- Remember they **can** do something about it.
- Remember it is not their fault.
- **TELL, TELL, TELL!**
- Practise what they want to say.
- Write down what is happening.
- Don't give up.
- Talk over what to do with a friend, a teacher, mum, dad, guardian, or someone they trust.
- Take control; tell us their views and opinions.

What Parents can do.

- Talk to your child and ask them to explain exactly who is causing the problem, what the problem is and when it is happening.
- Arrange to talk to your child's teacher. This is generally better at the end of the school day but obviously if your child is very distressed you may need to see someone at the start of the school day.

What the school will do.

- Your child's teacher will record your concerns and then inform a senior member of staff.
- A member of the leadership team will investigate your concerns.
- They will report back to you within a few days after they have had a chance to monitor and investigate the situation.
- If evidence of bullying is found the school will work with both the bully and the person being bullied ad sanctions in line with the behaviour policy will be followed.