

# Anti-bullying Policy – appendix

Wainwright Primary Academy

September 2024

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## **1 Policy appendix statement**

### **Vision, mission, and values**

To achieve and maintain outstanding safeguarding practice, Wainwright Primary Academy is committed to pupil wellbeing through:

Communicating our vision:

**To inspire. To raise aspiration. To create brighter tomorrows.**

Our mission:

We nurture curiosity, develop wellbeing and empower children and young people to go beyond their aspirations. Together, we make a difference in our diverse communities and in the lives of those who learn with us and work with us.

Articulating our values

**We empower. We respect. We care.**

## **2 Purpose and intent**

This policy appendix, adheres to the [Diverse Academies Anti-bullying Policy](#) and to the latest guidance found in [Preventing and Tackling Bullying \(DfE 2017\)](#)

In creating a safe and positive culture our academy:

Staff support and model good behaviours and always promote anti-bullying measures.

We support pupils who have been subject to bullying and / or discrimination.

We effectively manage bullying episodes and incidents for all pupils, including those with special educational needs and disabilities (SEND) through recognising the importance of inclusivity.

Our graduated response is consistent in our approach to sanctions for specific bullying issues (including misbehaviour online and suspected criminal behaviour)

Staff sanction pupil bullying episodes using appropriate steps in accordance with the academy sanctions procedures.

We work closely with parents and carers in upholding our zero-tolerance approach to bullying and discrimination by applying the policy, under paragraph 7 of Schedule 1 to the [Education \(Independent School Standards\) \(England\) Regulations 2010](#) We ensure we always safeguard and promote the welfare of pupils.

### **3 Roles and responsibilities**

At Wainwright Primary Academy, all staff have a duty to ensure that we have a healthy and safe environment. Staff build a culture of healthy relationships, where children feel safe and confident to pass on their worries and concerns. We utilise strategies such as Worry Jars, Jigsaw open circles and writing worries and concerns and posting them, to ensure that children feel safe and confident to pass on information to adults. We weave our messages of tackling bullying through the curriculum to ensure that children know the strategies that they can use to report any concerns. Staff are clear how they log and report incidents and pass their concerns to the Senior Leadership Team.

#### **Local academy committee:**

- The academy committee regularly review incidents of bullying and challenge and reviews the academy policy and procedures in line with the [Diverse Academies Anti-bullying Policy](#)

#### **Pupils:**

At Wainwright, we value the voice of our young children. We will:

- Regularly canvas children and young people's views on the extent and nature of bullying and build this as part of curriculum offer

- Ensure that all pupils know how to express worries and anxieties about bullying through our Jigsaw programme and using safe spaces around school with adults
- Ensure that all pupils are aware of the range of sanctions which may be applied against those engaging in bullying
- Involve pupils in anti-bullying campaigns in schools and embed messages in the wider academy curriculum through specific collapsed curriculum days and charity awareness.
- Publicise the details of helplines and websites
- Offer support to pupils who have been bullied and to those who are bullying in order to address the problems they have

## **Parents/carers**

### **We will:**

- Make sure that key information (including policies and named points of contact) about bullying is available to parents/carers in a variety of formats, such as sharing information on Weduc the academy's communication platform
- Ensure that all parents/carers know who to contact if they are worried about bullying
- Ensure all parents/carers know about our complaints procedure and how to use it effectively
- Ensure all parents/carers know where to access independent advice about bullying
- Work with all parents/carers and the local community to address issues beyond the academy gates that give rise to bullying
- Ensure that parents work with the academy to role model positive behaviour for pupils, both on and offline

## **4 Preventing bullying procedures**

### **Specific academy approaches to managing bullying**

We seek to prevent bullying by:

- Creating and supporting an inclusive environment which promotes a culture of mutual respect
- Consideration and care for others which will be upheld by all
- Actively providing systematic opportunities to develop pupils' social and emotional skills, including their resilience
- Providing a range of approaches for pupils, staff and parents/carers to access support and report concerns
- Challenge practice which does not uphold the values of tolerance, non-discrimination and respect towards others

- Consider all opportunities for addressing bullying in all forms throughout the curriculum, and support with a range of approaches such as through displays, assemblies, peer support and the student council
- Regularly update and evaluate our approaches to take into account the developments of technology and provide up-to-date advice and education to all members of the community regarding positive online behaviour
- Actively create safe spaces for vulnerable children and young people
- Use a variety of techniques to resolve the issues between those who bully and those who have been bullied
- Celebrate success and achievements to promote and build a positive academy ethos

## **5 Responding to bullying procedures**

Our academy will reflect on and review our protocols and procedures regarding incidents of bullying at regular intervals, to ensure that any problems have been resolved in the long term. Pupils should initially report bullying to their class teacher or a trusted adult.

In response to an incident, the academy will take appropriate action.

- Parents or guardians should report their initial concerns about possible bullying to their child's teacher. If bullying is suspected or reported, the incident will be dealt with immediately by the member of staff who has been approached
- A clear and precise account of the incident will be recorded and given to the Principal and/or designated behaviour lead
- The Principal/designated behaviour lead, will interview all concerned and will record the incident
- Class Teacher will be kept informed
- When responding to cyberbullying concerns, the academy will take all available steps to identify the bully, including looking at the academy systems, identifying and interviewing possible witnesses and contacting the service provider and the police, if necessary. The police will need to be involved to enable the service provider to look into the data of another user
- Where the bullying takes place outside of the academy site, then the academy will ensure that the concern is investigated and that appropriate action is taken in accordance with the academy's behaviour policy
- Parents/Carers will be kept informed
- Sanctions will be used as appropriate and in consultation with all parties concerned
- If necessary and appropriate, the police or other local services will be consulted

- Visitors or bystanders should report bullying at the academy's main reception and it will be passed on to the appropriate member of staff and the incident will be dealt with, using the same protocols

## 6 Reporting and recording bullying procedures

### Anti-bullying personnel/key contacts

#### Staff contacts

- 2.1 Local Academy Committee - link governor – Pete Edwards - [pedwards@gov.diverse-ac.org.uk](mailto:pedwards@gov.diverse-ac.org.uk)
- 2.2 Principal – Carly Ripley - [cripley@wainwrightprimary-ac.org.uk](mailto:cripley@wainwrightprimary-ac.org.uk)
- 2.3 Mental Health Lead - Carly Ripley - [cripley@wainwrightprimary-ac.org.uk](mailto:cripley@wainwrightprimary-ac.org.uk)
- 2.4 ELSA staff – Donna Savage - [dsavage@wainwrightprimary-ac.org.uk](mailto:dsavage@wainwrightprimary-ac.org.uk)
- 2.5 Online Safety Lead – Paul Dowse - [pdowse@wainwrightprimary-ac.org.uk](mailto:pdowse@wainwrightprimary-ac.org.uk)

Obligatory action	Practice/procedure / actions that are specific to Wainwright Primary Academy
Family Support Advisor/ DSL informed – determination of case. Is it bullying?	Teachers and staff members may also be involved in this process.
Statements taken from alleged victim, perpetrator, and witnesses. Ensuring immediate safe space for alleged victim(s).	Statements should be standardised, signed, and dated and reflect objectively what has occurred.
Parents/ carers of all parties informed at the appropriate opportunity.	The medium of communication may be verbal / phone or Weduc if needed for communication/translation.
Full recording of incident logged on My Concern – same day.	This may be by the originator (witness) or a member of the wider DSL/DDSL team
Follow up meetings arranged with parents/ carers where appropriate.	There may be instances where meetings raise the need for broader interventions such as 'Early Help' etc
Potential PCSO involvement in serious cases or as an ongoing intervention for individuals/groups.	There may be cases where the seriousness merits police involvement or where parents/ carers have made that contact themselves

Specific and compulsory, intervention work with the perpetrator(s)	e.g., anger management; empathy programme; behaviour contract; use of 'Peer Mentors'; restorative justice
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## 7 Cyber / online bullying

Wainwright Primary Academy has a specific [Online Safety Policy Academy Appendix](#)

## 8 Supporting pupils

### Supporting Pupils

**Pupils who have been bullied will be supported by:**

- Offering an immediate opportunity to discuss the experience with their teacher or a member of staff of their choice
- Reassuring the pupil and providing continuous support
- Restoring self-esteem and confidence
- Working with the wider community and local/national organisations to provide further or specialist advice and guidance

**Pupils who have bullied will be helped by:**

- Discussing what happened and establishing the concern and the need to change
- Informing parents/carers to help change the attitude and behaviour of the child
- Providing appropriate education and support from the class teacher and pastoral team
- Sanctioning in line with the [Academy Behaviour Appendix](#) This may include official warnings, reflections, internal exclusions, fixed-term and permanent exclusions.
- Speaking with police or local services

## 9 Education and training

Our academy will provide opportunities to:

Train all staff, including teaching staff, support staff (e.g., administration staff, lunchtime support staff and site support staff) and pastoral staff, to identify all forms of bullying and take appropriate action, following the respective academy policy and procedures (including resources on identifying bullying and recording and reporting incidents).



Update staff on the latest research and publications around all forms of bullying and exploitation (including, for example – online, child-on-child abuse, Child Sexual Exploitation and County Lines), within the context of contextual safeguarding.

Consider a range of approaches for addressing bullying throughout the curriculum and other activities, such as: through displays, assemblies, peer support, the academy/student council and our PSHE Jigsaw program.

Develop pupils' social and emotional skills, including building their resilience and self-esteem through a comprehensive Relationships, Sex and Health Education and Jigsaw PSHE offer.

## **10 Communication with parents and carers (including complaints procedure)**

If parents/carers or guardians are worried about bullying, they should contact the named academy leads or the child's class teacher.

A copy of the [Diverse Academies Concerns and Complaints Policy](#) will be shared.

## **11 Monitoring**

The academy Local Academy Committee Member with responsibility for anti-bullying will work with the designated staff member to report on specific academy bullying issues, via appropriate forums including, Local Academy Committee meetings.

## **12 Review of the policy appendix**

**Carly Ripley**

**Autumn Term 2025**