



HOLTON LE CLAY SCHOOLS FEDERATION

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Anti-Bullying Policy

Prepared by	Senior Leadership Team
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HOLTON-LE-CLAY FEDERATION OF SCHOOLS

ANTI-BULLYING POLICY

INTRODUCTION

Bullying affects everyone, not just the bullies and the victims. It also affects those other children who watch, and less aggressive pupils can be drawn in by group pressure. Bullying is not an inevitable part of school life or a necessary part of growing up, and it rarely sorts itself out. It is clear that certain jokes, insults, intimidating/threatening behaviour, written abuse and violence are to be found in our society. No one person or group, whether staff or pupil, should have to accept this type of behaviour. Only when all issues of bullying are addressed, will a child be able to benefit from the opportunities available at our schools.

WHY IS AN ANTI-BULLYING POLICY NECESSARY?

Holton-le-Clay Federation of Schools believe that our pupils have the right to learn in a supportive, caring and safe environment without the fear of being bullied. Bullying is a form of anti-social behaviour. It is wrong and will not be tolerated. It is important therefore that we have a clear written policy to promote this belief, where both pupils and parents/guardians are fully aware that any bullying complaints will be dealt with firmly, fairly and promptly.

WHAT IS BULLYING?

There is no legal definition of bullying. But it is usually defined as repeated behaviour which is intended to hurt someone either emotionally or physically, and is often aimed at certain people because of their race, religion, gender or sexual orientation or any other aspect such as appearance or disability.

Bullying can take many forms including:

- physical assault
- teasing
- making threats
- name calling
- cyber bullying (see appendix 3)

Bullying is a subjective experience and can take many forms, making it extremely difficult to define. Children, young people and adults can instigate bullying. The nature of bullying is changing and evolving as technology develops and this policy links to our 'Online Safety Policy'.

ALL ALLEGATIONS OF BULLYING WILL BE TAKEN SERIOUSLY AND INVESTIGATED

To minimise incidents of bullying, within the Federation, we will:

- a) Organise the community in order to minimise opportunities for bullying, e.g. provide increased supervision at any identified problem times.
- b) Use any opportunity to discuss aspects of bullying, and the appropriate way to behave towards each other, e.g. the PSHE programme/Jigsaw, e-safety lessons
- c) Deal quickly, firmly and fairly with any complaints, involving parents where necessary.
- d) Review the School Policy regarding anti-bullying and its degree of success.
- e) The School Staff will continue to have a firm but fair positive behaviour policy.
- f) Not use teaching materials or equipment which gives a bad or negative view of any group because of their ethnic origin, sex, etc.
- g) Encourage pupils to discuss how they get on with other people and to form positive attitudes towards other people. This includes a review of what friendship really is.
- h) Encourage pupils to treat everyone with respect.
- i) We will treat bullying as a serious offence and take every possible action to eradicate it from our School.

- j) Record instances of poor behaviour and / or bullying (using CPOMS) and monitor to identify patterns or trends
- k) Encourage parents to communicate their concerns with the school and not to use social media (Face book, Twitter etc.) as a forum against identified pupils
- l) Take part in days and initiatives that highlight bullying and the approaches to it.

ACTION TO BE TAKEN WHEN BULLYING IS SUSPECTED

Our staff are trained to look for the signs of bullying we understand that victims on many occasions try to hide how they are being treated. See appendix 1. If bullying is suspected we talk to the suspected victim, the suspected bully and any witnesses. If any degree of bullying is identified, the following action will be taken:

The reporting line is first: To Class Teacher, Headteacher, and Chair of Governing Body as appropriate for the situation.

Help, support and counselling will be given as is appropriate to both the victims and the bullies:

We support the **victims** in the following ways:

- By offering them an immediate opportunity to talk about the experience with their class teacher, or another teacher if they choose.
- Informing the victims' parents/guardians.
- By offering continuing support when they feel they need it.
- Arrange for them to be escorted to and from the School premises if necessary.
- By taking one or more of the seven disciplinary steps described below to prevent more bullying.

We also discipline, yet try to help the **bullies** in the following ways:

- By talking about what happened, to discover why they became involved.
- To understand and work with the emotional issues underlying the behaviour
- The school will use restorative practise
- Informing the bullies' parents/guardians.
- By continuing to work with the bullies in order to get rid of prejudiced attitudes as far as possible.
- By taking one or more of the seven disciplinary steps described below to prevent more bullying.

DISCIPLINARY STEPS

1. They will be warned officially to stop offending.
2. The school will limit the possibilities for social contact with the victim
3. Informing the bullies' parents/guardians.
4. They may be withdrawn from playtimes and/or lunch times.
5. We may arrange for them to be escorted to and from the School premises.
6. If they do not stop bullying they will be excluded for a minor fixed period (one or two days).
7. If they then carry on they will be recommended for exclusion for a major fixed period (up to five days) or an indefinite period.
8. If they will not end such behaviour, they will be recommended for permanent exclusion (expulsion).

Our guidance for our pupils and families includes

WHAT CAN YOU DO IF YOU ARE BEING BULLIED?

Remember that your silence is the bully's greatest weapon! Appendix 2 offers a list of support agencies.

- a) Tell yourself that you do not deserve to be bullied, and that it is wrong!
- b) Be proud of who you are. It is good to be individual.
- c) Try not to show that you are upset. It is hard but a bully thrives on someone's fear.
- d) Stay with a group of friends/people. There is safety in numbers.
- e) Be assertive - shout "No!" Walk confidently away. Go straight to a teacher or member of staff.
- f) Fighting back may make things worse. If you decide to fight back, talk to a teacher or parent/guardian first.
- g) Generally it is best to tell an adult you trust straight away. You will get immediate support. Teachers will take you seriously and will deal with bullies in a way which will end the bullying and will not make things worse for you.

IF YOU KNOW SOMEONE IS BEING BULLIED

- a) Take action! Watching and doing nothing looks as if you are on the side of the bully. It makes the victim feel unhappier and on their own.
- b) If you feel you cannot get involved, tell an adult immediately. Teachers have ways of dealing with the bully without getting you into trouble.
- c) Do not be, or pretend to be, friends with a bully.

AS A PARENT

- a) Look for unusual behaviour in your children. For example, they may suddenly not wish to attend school, feel ill regularly, or not complete work to their normal standard.
- b) Always take an active role in your child's education. Enquire how their day has gone, who they have spent their time with, how lunch time was spent etc.
- c) If you feel your child may be a victim of bullying behaviour, inform the School IMMEDIATELY. Your complaint will be taken seriously and appropriate action will follow.
- d) It is important that you advise your child not to fight back. It can make matters worse!
- e) Tell your own son or daughter there is nothing wrong with him or her. It is not his or her fault that they are being bullied.
- f) Make sure your child is fully aware of the School policy concerning bullying, and that they will not be afraid to ask for help.

Appendix 1

What are the signs and symptoms of bullying?

A person may indicate by signs or behaviours that they are being bullied.

Everyone should be aware of these possible signs and should investigate if the person;

- Is frightened of walking to or from school or changes route
- Doesn't want to go on the public bus
- Begs to be driven to school
- Changes their usual routine
- Is unwilling to go to school (school phobic)
- Begins to truant
- Becomes withdrawn, anxious or lacking in confidence
- Becomes aggressive, abusive, disruptive or unreasonable
- Starts stammering
- Threatens or attempts suicide
- Threatens or attempts self-harm
- Threatens or attempts to run away
- Cries themselves to sleep at night or has nightmares
- Feels ill in the morning
- Performance in school work begins to drop Comes home with clothes torn, property damaged or "missing"
- Asks for money or starts stealing money
- Has dinner or other monies continually 'lost'
- Has unexplained cuts or bruises
- Comes home hungry
- Bullying others
- Changes in eating habits
- Is frightened to say what is wrong
- Afraid to use the internet or mobile phone
- Nervous or jumpy when a cyber-message is received
- Gives improbable excuses for their behaviour.

Appendix 2

Support Agencies

Anti-bullying Alliance - the alliance brings together over 60 organisations into one network with the aim of reducing bullying. Their website has a parent section with links to recommended organisations who can help with bullying issues.

www.anti-bullyingalliance.org.uk

Kidscape www.kidscape.org.uk 02077303300

Childline – advice and stories from children who have survived bullying 08000 1111

Bullying on line www.bullying.co.uk

Parentline Plus – advice and links for parents www.parentlineplus.org.uk 08088002222

Parents Against Bullying 01928 576152

Useful sources of information

Stonewall - the gay equality organisation founded in 1989. Founding members include Sir Ian McKellen. www.stonewall.org.uk.

Cyberbullying.org - one of the first websites set up in this area, for young people, providing advice around preventing and taking action against cyberbullying. A Canadian based site www.cyberbullying.org

Chatdanger - a website that informs about the potential dangers online (including bullying), and advice on how to stay safe while chatting www.chatdanger.com

Think U Know - the Child Exploitation and Online Protection Centre (CEOP), has produced a set of resources around internet safety for secondary schools www.thinkuknow.co.uk

Know IT All for Parents – a range of resources for primary and secondary schools by Childnet International. Has a sample family agreement.

Appendix 3

Cyber bullying Guidance

Cyber bullying is bullying through the use of communication technology like mobile phone text messages, e-mails or websites. This can take many forms for example:

- Sending threatening or abusive text messages or emails, personally or anonymously.
- Making insulting comments about someone on a website, social networking site (eg: MySpace) or online diary (blog).
- Making or sharing derogatory or embarrassing videos of someone via mobile phone or e.mail.

It should be noted that the use of IT to bully could be against the law. Abusive language or images, used to bully, harass or threaten another, whether spoken or written (through electronic means) may be libelous, may contravene the Harassment Act 1997 or the Telecommunications Act 1984 for example. If a bullying incident directed at a child occurs using email or mobile phone technology either inside or outside of school time.

1. Advise the child not to respond to the message
2. Refer to relevant policies including e-safety/acceptable use, anti-bullying and PHSE and apply appropriate sanctions
3. Secure and preserve any evidence
4. Inform the sender's e-mail service provider
5. Notify parents of the children involved
6. Consider delivering a parent workshop for the school community
7. Consider informing the police depending on the severity or repetitious nature of offence
8. Inform the LA officer

If malicious or threatening comments are posted on an Internet site about a pupil or member of staff

1. Inform and request the comments be removed if the site is administered externally
2. Secure and preserve any evidence
3. Send all the evidence to CEOP at www.ceop.gov.uk/contact_us.html
4. Endeavour to trace the origin and inform police as appropriate
5. Inform LA officer

The school may wish to consider delivering a parent workshop for the school community. Children should be confident in a no-blame culture when it comes to reporting inappropriate incidents involving the internet or mobile technology: they must be able to do this without fear.

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