



The Shared Learning Trust

THE CHALK
HILLS ACADEMY

Anti-Bullying Policy

Policy Title:	Anti-bullying Policy	Owner:	Michael Baker
Review period:	2 years	Approval by:	Head of School
Effective date:	10 September 2026	Next review date:	10 September 2024

Anti-Bullying Policy

1. Scope

1.1 This policy applies to all staff and students of The Chalk Hills Academy.

2. Context

2.1 The Academy is committed to providing a caring, friendly and safe environment for all students, so that they can learn in a secure environment.

2.2 Bullying of any kind is unacceptable. Students should feel able to tell staff when they feel bullied and confident that incidents will be dealt with promptly and effectively. All staff have a responsibility to take all suspicions or disclosures of bullying seriously, and provide immediate support. Everyone has the right to be treated with respect and people who bully need to learn that this behaviour is unacceptable.

3. Aims

3.1 The aims of this policy are to:

- Provide a positive learning environment where bullying is not tolerated and students feel confident and safe to tell their parent/ carer if they are being bullied.
- Promote an anti-bullying message through the academic and pastoral curriculum and to encourage all everyone to always act with tolerance, courtesy and consideration to others.
- Develop student self-esteem and respect for others.
- Enable all students to feel confident to report incidents of bullying, in the knowledge that prompt action will be taken.
- Ensure a comprehensive and consistently applied approach to bullying.

3.2 In order to achieve these aims the Academy will ensure that:

- All members of the Academy community share an understanding of what is regarded as bullying.
- All staff apply a consistent response.
- Staff and students recognise the benefit of taking a stand against bullying.
- Directors, parents and other members of the local community are aware of the Academy's policy on bullying.
- A high level of awareness of the Anti-Bullying Policy and its aims are maintained through INSET (in-service training) and the wider curriculum.

4 The Anti-bullying Policy

4.1 This policy seeks to promote respect for others; their feelings, opinions, cultures, and the right to individuality. We expect students and staff to:

- Treat people with kindness and respect.
- Make it as easy as possible for everyone to learn.
- Always speak politely to everyone.
- Bullying violates these statements and will not be tolerated.

4.2 Conflicts and Bullying

The Academy does not tolerate any deliberate, unprovoked and unjustifiable use of force, either physical or mental, by an individual or group.

Conflict is defined as a single incident, be it an argument, accidental physical harm, or telling a joke about someone once.

Bullying is the repeated targeting of a student and is a deliberate action. There is often an imbalance of power which the bully has over the victim.

Bullying can cause physical, psychological or emotional pain to the recipient and it robs a person of their rights, their peace of mind and their self-esteem.

The Academy terms a single incident as a conflict, but where repeated it becomes bullying. It can occur by a variety of means including physical, verbal, indirect and cyber.

4.3 Types of bullying

Physical bullying

This involves any physical act, such as hitting, kicking, taking another's belongings/ money.

Verbal bullying

This involves name-calling, insults, derogatory language, mocking and teasing.

Indirect bullying

This involves spreading rumours, being pressured to do something you do not want to do and excluding someone from friendship groups.

Cyber bullying

This can involve miss-use of social media, text messages, video posts and emails.

4.4 The Equality Act 2010

The Chalk Hills Academy anti-bullying policy references the Equality Act 2010 and shows our commitment to preventing and responding effectively to the bullying of protected and

vulnerable groups of children including disabled children, children with SEN, those who are or perceived to be LGBT, race and religion, sexist and sexual bullying.

Whether a student experiences either a conflict or bullying the Academy will deal with such incidents in a timely and thorough manner.

4.5 What is a Bystander?

A bystander is defined as a person who is present at an event or incident but does not take part. It is someone who sees something wrong taking place but fails to report it.

Students within the Academy are encouraged not to be a bystander.

Bystanders can help by:

- Discouraging the bully.
- Report the incident immediately to their Head of Year or a teacher.
- Not joining in.
- Defending the victim.

4.6 Be an Active Witness

Students within the Academy are encouraged to be an 'active witness'.

An Active Witness is someone who:

- Reports the incident to the Head of Year or a teacher.
- Does not join in and supports the victim.

5. Student Section: What should a student do if bullying is taking place?

5.1 If a student is being bullied or knows of someone else being bullied - they must tell someone immediately.

They should tell:

- Their parent/ carer.
- Their Head of Year.
- Their form tutor.
- Any other member of staff they trust.
- If they feel they are not being listened to, they must tell a senior member of staff immediately.

5.2 Strategies to prevent bullying and typical response strategies

- Bullies try to create an environment where the victim feels isolated and unable to tell someone what is going on. As a result, victims can stay silent for a period of time before confiding in somebody.
- **It is vital that you tell someone you trust as soon as possible. Do not allow the bully to continue with their unacceptable behaviour.** The longer you experience bullying, the harder it can become to make a disclosure. You can talk to your parent/ carer or your Head of Year. Alternatively, you can call Childline 0800 11 11 or visit: www.childline.org.uk.
- The pastoral team is very experienced in dealing with conflicts and bullying. They will effectively and quickly deal with the issue you are experiencing. You will be given ongoing support to help you recover from the experience.
- Keep a record of what is happening.
- Do not retaliate. It can be tempting to make a comment back online or face-to-face but it can lead to more hurt and escalation.
- Practice saying 'I don't like it when you say/do that'. Think about other people who can support you, your classmates, and your teacher.
- Surround yourself with people that make you feel happy. If someone constantly puts you down, they are not a real friend/ boyfriend/ girlfriend.
- Do not blame yourself; it is not your fault.
- Do things that make you feel happy. This maybe writing songs, drawing, dance, acting, doing a sports activity or joining a club.

5.3 Cyber Bullying: If you are being bullied online

- Do not respond or retaliate to cyber bullying incidents.
- Take a screen shot of the incident.
- Report the incident immediately to the relevant social media platform.
- Block the person/ people.
- Tell your parents/ careers or a trusted person you know.
- Tell either your Head of Year or form tutor.

6. How the Academy will support the victim of bullying

The Academy will support the victim of bullying by:

- Listening to you and understanding what you are experiencing.
- Formulating an effective plan to deal with the bullying.
- Providing regular supportive follow-ups with the victim
- Monitoring any further bullying that occurs.
- Provide mentoring or counselling if required.
- Maintaining regular contact with the student.
- Ensuring parent/carers are kept fully informed.

7. What will happen if a student is found to have bullied others?

7.1 All cases are dealt with the upmost of importance. The responses can include:

- The perpetrator will have to explain their behaviour to their Head of Year.
- Written statements will be taken.
- Parents/carers will be informed of the incident and invited into the Academy to discuss the matter.
- A record of the incident will be kept on file.
- The incident will be recorded as a bullying incident by the Head of Year.

7.2 Depending on the severity of the bullying incident, the student has been involved in, one or a combination of the following sanctions will apply.

- Student to be placed in detention, lockdown or seclusion.
- Student to be placed on report.
- Suspension from the Academy.
- Permanent exclusion.
- Police investigation and action.
- Restorative justice or conflict resolution may take place between both parties. The aim is to:
 - Resolve the issue between the bully and the victim
 - To provide closure to the incident
 - To ensure the bully takes responsibility for their actions and reflect on the impact their behaviour has had on the victim.
- Students may participate in group work, focusing on managing conflict.
- Students may be offered mentoring.
- A discussion with staff about the impact of their behaviour on the victim and a reflection on how they change their behaviour.
- Students may be asked to sign a formal written contract with their Head of Year. If the contract is later broken, additional consequences will be sanctioned.
- A Review meeting to ensure behaviours have changed.

8. Staff Section: What should Academy staff do if bullying is taking place

8.1 If a student discloses bullying to a member of staff, they must deal with the matter immediately. The student may have worried over their problem for some time and will want it to be dealt with quickly.

8.2 Staff must take all disclosures seriously, even if the student feels that the incidents described are not 'real' bullying or low level. All incidents must be reported to the Head of Year. Staff should remember that students have a very different perception of what may or may not be serious.

8.3 Staff should be aware that insensitive handling of a bullying incident may escalate the issues experienced, resulting in more difficulty for the victim. If staff are unsure how to proceed, they must seek the guidance of their Head of Year.

8.4 Staff should report all disclosures of bullying to the Head of Year.

8.5 The Head of Year will investigate any disclosure of bullying by talking to the students involved and taking their statements.

8.6 All staff have a duty of care and if a student has disclosed something to them, they must record it onto our safeguarding software.

9. Parent Section: The role of parents and carers

9.1 Parents/Carers should look out for these signs of bullying in their child:

- Regularly feeling sick or unwell in the mornings.
- Reluctance to make the journey to and from the Academy.
- Money or possessions going missing.
- Clothes or bag torn.
- Wanting extra pocket money for no particular reason.
- Unexplained cuts and bruises.
- Taking different routes to the Academy.
- Unexplained behaviour changes, e.g. moody, bad tempered, tearful.
- Unhappiness.
- Nightmares.
- Not wanting to leave the house.
- Reluctance to talk openly about Academy friends and break times.

9.2. What parents/Carers should do if they think that their child is being bullied:

The Academy can only take action if it is made aware of a bullying issue. Parents/carers should take the following action if they suspect that their child is being bullied:

- Calmly talk with your child about their experience.
- Make a note of what your child says - particularly who was said to be involved, how often the bullying has occurred, where it happened, and what has happened.
- Reassure your child that they have done the right thing in telling you about the bullying.
- Encourage your child to report any incidents of bullying to members of staff immediately.
- Make an appointment to see your child's Head of Year, even if they are reluctant for you to do so.
- Explain to a member of staff the problems your child is experiencing.
- Do not encourage your child to hit back, this will only make matters worse. Such behaviour could be contrary to their nature. More positively, encourage your child to make friends. A child who has friends is less likely to be bullied.

- If the bullying only occurs outside of the Academy, contact the police. Ask for a letter to be sent to the bully's parents/carers, informing them of the legal consequences of a recurrence of such behaviour.
- You should also contact us at the Academy and we will offer as much help and support as we can.
- Report cyberbullying to the appropriate agency e.g. Facebook.

9.4 Journeys to and from school

Bullying can happen anywhere and your son/ daughter has the legal right to be safe on the journey to and from the academy. If your son/ daughter is being bullied on their way to the academy you must report it to the academy straight away. The academy will put measures in place to support the victim, by either talking with the perpetrator, giving a sanction for their behaviour, adjusting the victim's timetable and end of school day arrangement. If your child has been threatened or assaulted, you can also call and inform the Police as well as notifying the academy.

9.5 What parents/carers should do if their child is bullying others.

Many students may be involved in bullying others at some time or another. Often parents/carers are not aware that their child is involved in bullying and may find it difficult to accept that their child could be involved. We ask parents/carers to:

- Talk with your child. Explain that what he/she is doing is unacceptable and makes other students unhappy.
- Discourage other members of your family from bullying behaviour or from using aggression or force to get what they want.
- Show your child how they can join in with other students without bullying.
- Make an appointment to see your child's tutor or Head of Year and explain the problems they are experiencing. Discuss with the member of staff how you and the Academy can change their behaviours.
- Regularly check how things are going at the Academy.
- Give your child praise and encouragement when they are co-operative or kind to other people.

10. Useful websites for parents/ carers, students and staff

The anti-bullying alliance: <https://www.anti-bullyingalliance.org.uk/>

Bullying UK, which is part of Family Lives: <https://www.familylives.org.uk/>

UK Safer Internet: <https://www.saferinternet.org.uk/>

Childnet: <https://www.childnet.com/>

Kidscape: www.kidscpae.org.uk

Kooth: <https://www.kooth.com/>

NHS Chathealth: <https://chathealth.nhs.uk/>

11. How the Academy will promote the anti-bullying message

11.1 This policy contains information and advice for parents, students and staff. It will be publicised within the Academy and will be available on the website. The Academy staff will:

- Encourage co-operative caring behaviour.
- Promote positive relationships by showing, through our own behaviour, that it is better for everyone to respect and care for each other.
- Provide an environment where students feel accepted and valued.
- Promote anti-bullying strategies across the Academy, through display boards, the plasma screens and form notices.
- Contact staff and students at intervals about the effectiveness of the antibullying process, by sharing on the plasma, form notices and around the academy.
- Treat all allegations of bullying seriously and investigate each incident. Incident Reports will be completed and forwarded to the Head of Year.
- Letters to parents.
- Support the victim by offering mentoring or external counselling as required.
- Support the bully to change their behaviour by being part of group work, mentoring, and external counselling as required.
- Make every effort to ensure that any sanctions imposed are fair and appropriate and that they are applied in a non-humiliating, non-bullying way.
- Work closely as a team and closely monitor incidents occurring with students across all year groups.
- Regular surveys on bullying will be undertaken with staff, students and parents.
- To receive training on anti-bullying under the direction of the whole school behaviour lead.

11.2 The ethos and structure of the Academy are ideal vehicles for promoting positive relationships between students of all age groups and give numerous opportunities for developing and spreading an anti-bullying ethos and respect agenda. Academy staff will:

- Watch for signs of distress in students. This might show itself as deterioration of work, late arrival for lessons, hanging back when the lesson is over, regular “illnesses,” isolation, wanting to be with adults rather than peers.
- Ensure that each department and curriculum area will incorporate the anti-bullying message into their teaching.
- Arrange for students who are identified as victims of bullying to be counselled by external agency or mentoring by staff in the Academy. They will also be offered training in assertiveness, confidence building and how to deal with bullies.
- Be given opportunities for training in ways to deal with students who bully and those being bullied. Knowledge gained will be disseminated to all staff.
- Translate this policy into the appropriate language where English is not spoken at home.

- Student Council will be an active student voice through Academy Councils, which will be given the opportunity to both support and effect change.

12. Roles and Responsibilities

12.1 The Board of Directors are responsible for ensuring that the Academy complies with legislation, and that this policy and any related procedures and action plans are implemented.

12.2 The Head of School is responsible for implementing the policy, for ensuring that all staff are aware of their responsibilities, for providing them with appropriate training and support, and for taking appropriate action.

12.3 Day to day responsibility for co-ordinating and implementing this policy is with the Head of School.

12.4 All staffs are expected to adhere to the policy as required by The Chalk Hills Code of Conduct.

13. Monitoring and Review

13.1 This policy will be reviewed every year.

13.2 Its outcomes will be assessed by monitoring the Annual Development Plan (ADP).

13.3 Its impact and effectiveness will be judged in terms of the positive benefits and any negative consequences arising from its implementation.

14. Dissemination

14.1 All policies that need to be conveyed to students, staff and families will be available on the Academy's website.

14.2 Staff will be informed about policies during induction and through on-going in-service training.

14.3 Those policies that are important for students to be aware of will be promoted through the Student Council and other routes such as PSHCE classes. Key messages from policies will be prominent in the Academy, e.g. Wall displays.

Related Policies

Safeguarding and Child Protection Policy

Behaviour for Learning Policy

Complaints Policy

Anti-Bullying Policy

SEN Policy

Disability Equality and Diversity Policy

All our Policies can be found on the Academy website