



**The Park Federation Academy Trust
James Elliman Academy**

Anti-Bullying Policy

2025 – 2026

Version

Version	Date	Status & Purpose	Changes Overview
1	September 2019	Approved	Use of Alleged Bullying
2	September 2021	Approved	-
3	September 2022	Approved	KCSIE 2022 Updates – Peer on Peer is now Child on Child.
4	September 2023	Approved	-
5	September 2024	Approved	No changes
6	September 2025	Approved	No changes

Approval

Approved by Principal	Tajinder Johal
Date of review	September 2025
Date of next review	September 2026

Notes on Document Control

This document is the property of The Park Federation Academy Trust and its contents are confidential. It must not be reproduced, loaned or passed to a 3rd party without the permission of the authoriser.

It is controlled within the Park Federation Academy Trust Admin Server where the electronic master is held and can be accessed on a read only basis, subject to security permissions.

Users of the document are responsible for ensuring that they are working with the current version.

Paper or electronic copies may be taken for remote working etc. However, all paper copies or electronic copies not held within the Admin Server are uncontrolled. Hence the footer 'DOCUMENT UNCONTROLLED WHEN PRINTED' which must not be changed.

Once issued, as a minimum this document shall be reviewed on an annual basis by the originating team/function. Any amendments shall be identified by a vertical line adjacent to the right-hand margin.

To enable continuous improvement, all readers encouraged to notify the author of errors, omissions and any other form of feedback.

Contents

Our School Commitment	p4
What is Bullying?	p4
Our Objectives	p5
Recognising Bullying – Signs and indicators	p5
Reporting Procedures	p5
Disciplinary Steps Taken	p6
Prevention	p6
Development, Monitoring and Review	p7

Our School Commitment

"Providing safe and happy places to learn is essential to achieving school improvement, raising achievement and attendance, promoting equality and diversity, and ensuring the safety and well-being of all members of the school community." (DfE, 2007).

The Independent School Standards Regulations 2010 provide that the proprietor of an Academy is required to ensure that an effective anti-bullying strategy is drawn up and implemented. This policy is written with regard to DfE advice 'Preventing and Tackling Bullying' (July 2017)

James Elliman Academy is an academy in which young people flourish both academically and socially. We foster a healthy and safe community where individuals take responsibility for themselves and show respect for others emphasising the importance of positive relationships amongst all members of the academy community.

The Park Federation Academy Trust is clear that bullying is unacceptable in any form and is committed to recognising the seriousness of such behaviour and dealing with it immediately.

James Elliman Academy is committed to ensuring that students learn in a supportive, caring and safe environment, without fear of being bullied. Bullying is anti-social behaviour and affects everyone; it is unacceptable and will not be tolerated. If bullying does occur, all pupils should be able to tell and know that incidents will be dealt with promptly and effectively. Only when all issues of bullying are addressed will pupils be able to fully benefit from the opportunities available at school.

What is bullying?

Bullying is when individuals or groups seek to harm, intimidate or coerce someone who is perceived to be vulnerable (Oxford English Dictionary, 2021).

Bullying is recognised as Child on Child abuse, as stated in 'Keeping Children Safe in Education 2022' It is essential that all staff understand the importance of challenging inappropriate behaviours between peers so that there is a culture of safeguarding that will not lead to any child accepting and normalising abuse. Bullying is not "just banter" or "just having a laugh."

It can involve people of any age, and can happen anywhere – at home, school or using online platforms and technologies (cyberbullying). This means it can happen at any time.

Bullying can be:

- Emotional – being unfriendly, excluding, tormenting
- Physical – pushing, kicking, hitting, punching or any use of violence
- Racist – racial taunts, graffiti, gestures
- Sexual – unwanted physical contact or sexually abusive comments

- Homophobic – because of, or focusing on the issue of sexuality
- Verbal – name calling, sarcasm, spreading rumours, teasing
- Cyber – all areas of internet, such as email and internet chat room misuse. Mobile threats by text messaging and calls. Misuse of associated technology, i.e. camera and video facilities. Unlike other forms of bullying, cyber-bullying can follow children outside of school hours *and into their home. Cyber-bullies can also remain unseen and, sometimes, unidentified. Lessons are given to children within the Computing curriculum to address these serious issues and to provide children with the strategies and knowledge they may need to prevent such bullying occurring as well as knowing what to do if it has occurred. We will inform parents if any such incidents occur in school or our attention is brought to any incident which occurs outside of school and which involves our pupils.*
- Disability/SEN – because of, or focusing on a disability or special educational need.
- Home circumstance – targeting individuals who are looked after children or because of a particular home circumstance.

Bullying can therefore constitute any of the above activities within the context of the definition provided. Bullying may occur to anyone and this policy is inclusive of the bullying of school staff, whether by pupils, parents or other staff. (Members of the school workforce suffering from or concerned about bullying may also contact their trade union or professional association for support and advice).

Our Objectives

To prevent, de-escalate and/or stop any continuation of harmful behaviour.

To react to bullying incidents in a reasonable, proportionate and consistent way.

To safeguard the student who has experienced bullying and to trigger sources of support.

To apply disciplinary sanctions to the student causing the bullying and ensure they learn from the experience, possibly through multi-agency support.

Recognising Bullying - Signs and indicators

Bullying can seriously damage a person's confidence and sense of self-worth, and they will often feel that they are at fault in some way. Students who are being bullied may show changes in behaviour, such as:

- being distressed or anxious
- losing confidence and becoming withdrawn
- having problems eating and/or sleeping
- having unexplained injuries
- changes in appearance
- changes in performance and/or behaviour at school.

Adults may notice that a child isn't spending time with their usual group of friends, has become isolated or that other children's behaviour towards a child has changed. These signs and symptoms may indicate other problems, but bullying should be considered a possibility and should be investigated.

Reporting Procedures

If bullying is suspected or reported, the incident will be taken seriously and dealt with as quickly as possible by the class teacher or senior member of staff who has been approached. A clear account of the incident will be recorded and discussed with relevant leaders.

The Senior Leadership Team (SLT) will investigate the incident by interviewing all concerned and record outcomes on the using the academy online recording procedure – CPOMs.

Class Teachers and Year Leaders will be kept informed and asked to monitor the behaviour of the students concerned.

Parents will be kept informed and are discouraged from taking matters into their own hands and should not approach a suspected student but speak to a member of staff. Each incident of actual or alleged bullying will be unique in its representation and its level of impact on the individuals concerned. Therefore, it is important that the school is given the opportunity to tailor a strategy to address the situation and to support the bullied student according to the particular incident/s.

If the allegation of bullying is upheld, the Principal (or senior leader) should seek to use a restorative approach with the perpetrator(s) and victim(s) together. The perpetrator(s) should fully understand the consequences of their actions on the victim(s), and apologise without reservation. Both parties should be clear that a repeat of these behaviours will not be acceptable. All bullying incidents must be recorded. Parents of both parties will be informed and if the situation does not improve, the Principal (or senior leader) should meet with the parent(s) of the bullying child(ren) and agree clear expectations and boundaries which would be shared with the pupils involved. Any further incidents should lead to intervention (e.g. through outside agencies), further monitoring, support and punitive sanctions as deemed necessary. Any necessary action should be taken until the bullying has stopped.

Students who are victims of bullying will be offered the opportunity to discuss their experience with staff, be offered support in terms of access to our Child and Family Support Worker or Mental Health Champions to restore self-esteem and build confidence and have the use of a supervised room for as long as needed.

Students who have bullied will be helped by; discussing what happened, discovering why the student became involved and establishing a sense of wrong-doing. Parents/carers will be informed to help change the attitude and behaviour of the student.

In agreement with both parties involved there will also be the opportunity to rebuild relationships, involving a discussion mediated by a member of staff as a way of resolving disputes.

The following disciplinary steps may be taken:

- Official warning to cease offending
- Exclusion from certain areas of the school premises or certain activities

- Referral to external agencies e.g. Local Authority
- Internal fixed term exclusion
- External fixed term suspension or permanent exclusion.

Prevention

As a school we take bullying seriously. We use a range of proactive strategies to prevent bullying. These include;

- Effective school leadership that promotes an open and honest anti-bullying ethos.
- Use of curriculum opportunities, Votes For Schools and PSHE classes where issues of diversity is discussed and anti-bullying messages are drawn out.
- Clear rules and values to conduct throughout the whole academy which foster positive relationships.

Use of opportunities throughout the school calendar and at certain times of the school day to:

- raise awareness of the negative consequences of bullying
- e.g. Anti-Bullying Week in November of each year □ Whole school assemblies.
- Pupil surveys.
- Poster campaigns.
- Improved supervision in potential problem areas.

Review of general and specific staff induction and continuing professional development to ensure

- staff training reflects the anti-bullying policy and practice of the school.

Development, Monitoring and Review

- All staff to identify and tackle bullying appropriately.
- Relationship to other policies
- This policy should be read in relation to Child protection Policy, Online & Digital Safety Policy and Positive Behaviour Policy
- Ensure that students are aware that all bullying concerns will be dealt with sensitively and effectively and seek feedback from students via the Student Council and annual student questionnaires.
- Monitor, evaluate and review our anti-bullying policy on a regular basis led by senior staff and reported regularly.
- To learn from the anti – bullying good practise elsewhere and utilise the support of the Park Federation Trust Network and relevant statutory/voluntary organisations when appropriate.