

Vigo Primary School



Anti-Bullying Policy

Signed: *Marty Johnson (CoG)*

This policy has been approved and adopted by the Governing Body in November 2026 and will be reviewed in November 2027.

Rationale:

At Vigo Primary School we have a zero-tolerance approach to bullying of all types. All members of the school community have a right to work in a caring and protective environment. They also have the responsibility to contribute, in whatever way they can, to the protection and maintenance of respect and tolerance in our community. Through our curriculum, which we have designed to develop key social and emotional concepts in our children we aim to teach children a respect and tolerance for themselves and others. Our Vigo Mirror Values of motivation, independence, resilience, respect, open-mindedness and responsibility also helps develop this in our children.

Child-on-child abuse is taken extremely seriously at Vigo Primary School. All staff understand their responsibilities in relation to child-on-child abuse as outlined in Keeping Children Safe in Education 2026 (KCSIE), including bullying, cyberbullying, prejudice-based bullying, sexual harassment, online abuse, and any behaviour that may cause harm to another child.

Vigo Primary School is committed to fostering a culture of kindness, inclusion, belonging and respect. We recognise that bullying is a safeguarding concern and all allegations will be taken seriously, investigated appropriately and addressed promptly. We seek to create an environment where all members of the school community feel safe, valued and able to thrive.

Bullying: Our School's Values and Beliefs

All pupils and staff have the right to feel happy, safe and included.

Pupils and staff have the right to work in an environment without harassment, intimidation or fear.

All bullying, of any sort, is therefore unacceptable.

Pupils and parents will be supported when incidents of bullying are reported.

We recognise the effects that bullying can have on pupils' self respect and on their work and the school community will actively promote an anti-bullying environment.

Definition of Bullying:

'The repetitive, intentional hurting of one person or group by another person or group, where the relationship involves an imbalance of power. It can happen face to face or online.'

(Anti-Bullying Alliance)

Bullying breaches, the pupil's fundamental human right to be safe. **'Children have the right to be protected from all forms of violence (physical and mental). They must be kept safe from harm and they must be given proper care by those looking after them.'**

(Article 19 UN Convention on the Rights of the Child)

Bullying is therefore:

- Deliberately hurtful
- Repeated, often over a period of time
- Difficult for victims to defend themselves against.

It can take many forms but the main types are:

- Physical – hitting, kicking, taking another's belongings
- Verbal – name calling, insulting, making offensive remarks
- Social/Non-Verbal – excluding, offensive gestures, unpleasant notes
- Emotional – personal comments, graffiti, making one feel isolated/unhappy
- Cyber bullying
- Bullying can be motivated by prejudice or discrimination. This includes bullying related to any protected characteristic under the Equality Act 2010 including age, disability, gender reassignment, race, religion or belief, sex, sexual orientation, marriage and civil partnership, and pregnancy and maternity. The school records and monitors all prejudice-related incidents.

These categories may be interrelated.

The school recognises that bullying may take place online through social media, gaming platforms, messaging applications, live streaming services and other digital technologies. Online bullying will be treated with the same seriousness as face-to-face bullying and may be addressed by the school when it affects the safety and wellbeing of pupils or impacts on school life.

Bullying is not the occasional falling out, name calling or arguments between friends. **It is bullying if it is done several times on purpose.**

Pupils sometimes fall out or say things because they are upset. When occasional problems of this kind arise, it is not classed as bullying. It is an important part of pupils' development to learn how to deal with friendship breakdowns or the occasional name calling. We all have to learn how to deal with these situations and develop the necessary social skills including resilience. This relates to one of the key aims of creating an emotionally safe environment, built on mutual respect, where positive relationships can develop.

Strategies to prevent or reduce bullying:

We promote positive behaviour in school and endeavour to create an environment where pupils behave well; where pupils take responsibility for their own and each other's emotional and social well-being; and where they include and support each other.

The school recognises that some pupils may be more vulnerable to bullying, including pupils with SEND, pupils eligible for pupil premium, children in care, previously looked after children, young carers, pupils with protected characteristics and those experiencing mental health difficulties. Additional support and monitoring may be implemented where appropriate.

Our curriculum is used to:

- Raise awareness about bullying and our anti-bullying policy, including raising the profile of Anti-Bullying Week every November as a whole-school initiative
- Increase understanding for victims and help build an anti-bullying ethos
- Teach pupils how to manage constructively their relationships with others.

Work undertaken in PDL lesson, visiting speakers, competitions and designated assemblies are used to show what pupils can do to identify and prevent bullying, and to create an anti-bullying climate in school.

Our policy is posted on the school web site.

Our School Inclusion Leader is available for pupils who feel they are victims of bullying and pupils who are identified as bullying others. Pupils and parents are made aware of this support.

Anti-bullying posters will be displayed around school along with reminders about where children can go for help and support.

Our meetings of the school Kindness Crew offers a forum in which concerns about bullying can be discussed on a regular basis.

We will provide written guidance for parents on the signs of bullying and what to do if they suspect their child is being bullied at school (Appendix 1).

We will provide written guidance to all our pupils to explain what they should do if they are being bullied, or if they see another pupil being bullied (Appendix 2).

Each year our Kindness Crew will work with their peers to create a Pupil's Anti-Bullying agreement

We will provide a Useful Contacts List for parents and pupils and ensure it is updated, when necessary (Appendix 3).

We will pupil conference and ask pupils where and when bullying occurs in school and we will supervise, and try to eliminate any unsafe areas which they report to us.

We will provide regular training (at least annually) for teachers and non-teaching staff (including mid-day supervisors) on spotting the signs of bullying and how to respond to it.

We will periodically review our policy, in line with any statutory guidance and local and national best practice.

Procedures for reporting, recording and dealing with bullying:

Pupils who have been bullied should report this to a parent, a teacher, or one of our Kindness Crew.

Pupils who see others being bullied should report this to a parent, a teacher, a prefect or one of our Kindness Crew. Members of the Kindness Crew will be trained in how to respond if a child tells them they are being bullied.

Members of staff who receive reports that a pupil has been bullied should report this to the class teacher, DSL and complete the Bullying Recording Form, uploading this to CPOMS.

The Designated Safeguarding Lead (DSL) and Safeguarding Team will monitor bullying records regularly to identify patterns, vulnerable groups, locations, times and emerging themes. Findings will inform safeguarding practice, staff training and curriculum development.

We will promote the safety and security of the individual pupils involved in a bullying incident by following the guidelines below:

- *Providing support to pupils who are bullied (including arranging an appointment with the School ELSA if required).*
- Reassuring them that they do not deserve to be bullied and this is not their fault.
- Encouraging them to talk about how they feel.
- Trying to ascertain the extent of the problem.
- Engaging them in making choices about how the matter may be resolved.
- Trying to ensure that they feel safe.
- Discussing strategies for being safe and staying safe.
- Asking them to report immediately any further incidents to us.
- Affirming that bullying can be stopped and that our school will persist with intervention until it does.
- Involving their friends/older pupils in peer support/a buddying scheme/mediation (As detailed in Appendix 7 – Hampshire's agreed anti-bullying interventions).

Strategies we may employ when investigating a bullying incident

- We will reinforce the message that bullying is not acceptable, and that we expect bullying to stop.
- We will affirm that it is right for pupils to let us know when they are being bullied.
- We will interview the pupil (or pupils) involved in bullying separately and ask them to write down their version of events. This will be conducted in a sensitive and supportive way.
- We will talk to anyone else who may have witnessed the bullying.
- We will adopt a joint problem-solving approach where this is appropriate, and ask the pupils involved to help us find solutions to the problem. This will encourage pupils involved to take responsibility for the emotional and social needs of others.
- We will advise pupils responsible for bullying that we will be checking to ensure that bullying stops.
- We will ensure that those involved know that we have done so.
- When bullying occurs, we will contact the parents of the pupils involved at an early stage.
- We will keep records of incidents that we become aware of and how we responded to them. This will be recorded on the Hampshire Bullying Recording form and CPOMS.
- We will follow up after incidents to check that the bullying has not started again. We will do this within two weeks, and again within the following half term.
- We will also work with pupils who have been involved in bullying others to ascertain the sort of support that they themselves need. This may include the offer of ELSA. Our approach to dealing with pupils involved in bullying will be restorative in nature, to try and minimise the likelihood of such incidents reoccurring.

Measures to be taken:

- When a claim is made and no blame can be established a record will be kept of those involved on CPOMS for reference.
- When a claim is made and blame is established, a record will be kept on CPOMS. Sanctions may be imposed, depending on the seriousness of the incident. These may include:
 - ❖ *Supervision during break and lunchtime*

- ❖ *Withdrawal of break and lunchtimes for a given period*
- ❖ *Withholding participation in school events that are not an essential part of the curriculum*
- ❖ *Restorative, proactive approaches may also be employed where pupils involved may be asked to participate in school activities, workshops, time spent with the ELSA to try and resolve any underlying issues they have. This is also an attempt to ensure that all pupils are included fully in the life of the school.*
- Should a second offence occur, the matter will be brought to immediately to the Headteacher.

Bullying outside the school premises

Whilst this policy refers mainly to the behaviours of pupils within school premises, the school reserve the right to discipline beyond the school gate.

Our policy covers any bullying behaviour when children are:

- Taking part in any school organised or school related activity.
- Travelling to or from school.
- Wearing school uniform.
- On-line, for example on social media or playing platform games;
- In some way identifiable as a pupil within our school.
- Posing a threat to another pupil or member of the public.
- Adversely affecting the reputation of the school.

In the incidences above, if the behaviour is criminal or causes threat to a member of the public, the police will always be informed.

Bullying of adults:

All members of our school community, including staff, have a right to feel safe in our school.

If a parent or child is verbally or physically abusive to any member of staff inform them that you will have to fill in a violent incident monitoring form.

Any adult who feels threatened in the workplace is deemed to be suffering from bullying. Incidents should be taken to the Headteacher who will resolve the situation as speedily as possible.

Roles and Responsibilities

Governors

- Monitor the effectiveness of the policy.
- Receive appropriate safeguarding and bullying data.

Headteacher

- Ensure the policy is implemented consistently.
- Ensure appropriate staff training is provided.

Staff

- Challenge inappropriate language and behaviour.
- Record and report concerns promptly.
- Model respectful and inclusive behaviour.

Pupils

- Report bullying concerns.
- Treat others with respect.
- Support the school's anti-bullying ethos.

Evaluating our Policy:

We will evaluate our anti-bullying policy by circulating a questionnaire to pupils and parents (see Appendix 4 and 5) on a biennial basis.

The Inclusion Leader and PDL leader will analyse the incidents of bullying every term and will feed the findings to the SLT.

Links with other policies:

This policy should be read alongside the current version of Keeping Children Safe in Education 2026 (KCSIE), the school's Child Protection and Safeguarding Policy, Behaviour Policy, Online Safety Policy and Equality Objectives



Vigo Primary School **Bullying Don't Suffer in Silence**

INFORMATION FOR PARENTS

Bullying is present in most schools and our anti-bullying policy is designed to address the problem.

Bullying behaviour includes:

- name calling and nasty teasing
- threats and extortion
- physical violence
- damage to belongings
- leaving pupils out of social activities deliberately and frequently
- spreading malicious rumours

Parents and families have an important part to play in helping schools deal with bullying.

First, discourage your child from using bullying behaviour at home or elsewhere. Show how to resolve difficult situations without using violence or aggression.

Second, ask to see the school's anti-bullying policy. Each school must have an anti-bullying policy which sets out how it deals with incidents of bullying. You have a right to know about this policy which is as much for parents as for staff and pupils.

Third, watch out for signs that your child is being bullied, or is bullying others. Parents and families are often the first to detect symptoms of bullying. Common symptoms include headaches, stomach aches, anxiety and irritability. It can be helpful to ask questions about progress and friends at school; how break times and lunchtimes are spent; and whether your child is facing problems or difficulties at school. Don't dismiss negative signs. Contact the school immediately if you are worried.

If your child has been bullied;

- calmly talk to your child about it
- 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 telling you about the bullying was the right thing to do
- explain that any further incidents should be reported to a teacher immediately
- make an appointment to see your child's class teacher or head of year
- explain to the teacher the problems your child is experiencing

Talking to teachers about bullying

- try and stay calm - bear in mind that the teacher may have no idea that your child is being bullied or may have heard conflicting accounts of an incident
- be as specific as possible about what your child says has happened - give dates, places and names of other children involved
- make a note of what action the school intends to take

- ask if there is anything you can do to help your child or the school
- stay in touch with the school - let them know if things improve as well as if problems continue

If you think your concerns are not being addressed:

- check the school anti-bullying policy to see if agreed procedures are being followed
- make an appointment to meet the Assistant Headteacher, keeping a record of the meeting
- if this does not help, arrange a meeting with the Deputy Head teacher
- if this does not help, arrange a meeting with the Headteacher
- if you are still concerned, write to the Chair of the Board of Governors explaining your concerns and what you would like to see happen

If your child is bullying other children:

Many children may be involved in bullying other pupils at some time or other. Often parents are not aware. Children sometimes bully others because:

- they don't know it is wrong
- they are copying older brothers or sisters or other people in the family they admire
- they haven't learnt other, better ways of mixing with their school friends
- their friends encourage them to bully
- they are going through a difficult time and are acting out aggressive feelings

To stop your child bullying others:

- talk to your child, explaining that bullying is unacceptable and makes others 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 to join in with other children without bullying
- make an appointment to see your child's teacher or Year Head; explain to the teacher the problems your child is experiencing; discuss with the teacher how you and the school can stop them bullying others
- regularly check with your child how things are going at school
- give your child lots of praise and encouragement when they are co-operative or kind to other people



Bullying - Don't Suffer in Silence

INFORMATION FOR PUPILS

If you are being bullied

- try to stay calm and look as confident as you can
- be firm and clear - look the bully(ies) in the eye and tell them to stop
- get away from the situation as quickly as possible
- tell your parent/teacher/ Kindness Crew Ambassador what has happened straight away
- if you are scared to tell an adult by yourself, ask a friend to come with you
- keep speaking up until someone listens and does something to stop the bullying
- don't blame yourself for what has happened

When you are talking to an adult about bullying, be clear about

- what has happened to you
- how often it has happened
- who was involved
- who saw what was happening
- where it happened
- what you have done about it already

If you find it difficult to talk to anyone at school or at home, ring

ChildLine, Freephone 0800 1111,

The phone call is free. It is a *confidential* helpline.

The following is a list of support for teachers, parents and pupils:

- **Childline: 0800 1111**
- **NSPCC: 0808 800 5000**
- **CEOP: <https://www.ceop.police.uk>**
- **Anti-Bullying Alliance: <https://anti-bullyingalliance.org.uk>**
- **Kidscape Parent Advice Line: 07496 682785 (check before publication)**
- **Young Minds: <https://www.youngminds.org.uk>**



QUESTIONNAIRE FOR PUPILS

In order to address the problem of bullying and help prevent it occurring, we would appreciate if you could answer the following questions as honestly as possible.

	Strongly Agree	Agree	Neither Agree Nor Disagree	Disagree	Strongly Disagree
1. Bullying happens in our school.					
2. Bullying happens on the way to and from school.					
3. Bullying occurs through text messages and social networking sites.					
4. If I am being bullied, I feel I can talk to a member of staff.					
5. If I am being bullied, I feel I can talk to an Belonging Councillor.					
6. If I am being bullied, I feel I can tell a friend.					
7. If I am being bullied, I would tell one of my parents/guardians.					
8. If someone I know is being bullied I would tell a member of staff.					
9. If someone I know is being bullied I would tell a Junior Governor.					
10. If someone I know is being bullied I would tell a friend.					
11. If someone I know is being bullied, I would tell one of my parents/guardians.					
12. Reporting incidents of bullying makes the situation better.					
13. Bullying is a topic we learn about in school.					

Please tick the box if you have ever been bullied. ☐

Please use the space below to add any further comments:

Signed: _____ (Optional)

Thank you for taking the time to fill the Questionnaire.



QUESTIONNAIRE FOR PARENTS

In order to address the problem of bullying and help prevent it occurring, we would appreciate if you could answer the following questions as honestly as possible.

	Strongly Agree	Agree	Neither Agree Nor Disagree	Disagree	Strongly Disagree
1. My child has been bullied in school.					
2. My child has been bullied on the way to and from school.					
3. My child has been bullied through text messages and use social networking sites.					
4. My child would let me know if he/she was being bullied.					
5. I am confident that my child would report instances of bullying to a member of staff.					
6. I believe that my child would report instances of bullying to an Belonging Councillor					
7. I believe that my child would report instances of bullying to a friend.					
8. If my child was being bullied, I would feel confident about contacting their teacher or Year Lead.					
9. I feel that cases of bullying are effectively addressed by the school.					
10. If I was aware of another/other pupil/s being bullied I would contact the school.					
11. I am familiar with the school's Anti-Bullying Policy.					

Please use the space below to add any further comments:

Signed: _____ (Optional)

Thank you for taking the time to fill the Questionnaire.



QUESTIONNAIRE FOR STAFF

	Strongly Agree	Agree	Disagree	Strongly Disagree	Don't Know
1 All members of staff are fully committed to creating an environment of care and trust within the school.					
2 There is adequate staffing at break/lunch times					
3 Bullying behaviour is being reduced.					
4 All staff are fair, firm, consistent and compassionate in their approach to keeping good order in the school.					
5 All staff model non-aggressive behaviour.					
6 Pupils feel able to express concerns about bullying to any member of staff, knowing that these will be received sympathetically and that appropriate action will be taken.					
7 Pupils are aware of clear defined procedures for reporting and staff take action and record bullying behaviour.					
8 The pupils are encouraged to value one another and to express their own views while appreciating the views of others.					
9 The achievements of all pupils are recognised, valued and celebrated so that pupils' self esteem is enhanced.					
10 Within each year group, pupils have the opportunities to learn to work together in a co-operative manner.					
11 All members of staff are informed about and are able to detect signs of pupil distress in relation to bullying.					
12 There is frequent and effective liaison with parents and incidents of bullying behaviour are addressed in partnership with parents.					
13 All members of the school community understand the agreed definition of bullying behaviour and the agreed whole school anti-bullying policy.					
14 Teachers plan for the promotion of pupils self esteem, recognising that all opportunities should be availed of.					
15 Through group work pupils are helped to learn to respect and appreciate difference.					
16 The curriculum provides opportunities to address the issue of bullying behaviour.					
17 Pupils are encouraged to express their feelings in ways which are not aggressive.					
18 Pupils are provided with opportunities to develop skills of assertiveness, resilience and self-protection.					
19 Pupils are taught how to protect themselves from bullying both in and out of school.					
20 Pupils are taught how to cope with bullying behaviour coming from social networking and mobile telephones.					

Please list what you consider to be the priorities for improvement in relation to dealing with bullying by pupils:

1. _____
2. _____
3. _____

Please note: All questionnaires are returned anonymously and treated confidentially.

Thank you for your co-operation.

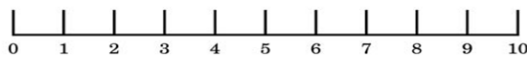
Appendix 7:

Anti-bullying approaches – 5 methods we may use to support children being bullied

Before and after the intervention ask the child to complete the scale below and then at the end of the intervention.

How safe do you feel?

Before any intervention ask the target to score how safe they feel in school on a scale of 1-10 (10 being very safe).

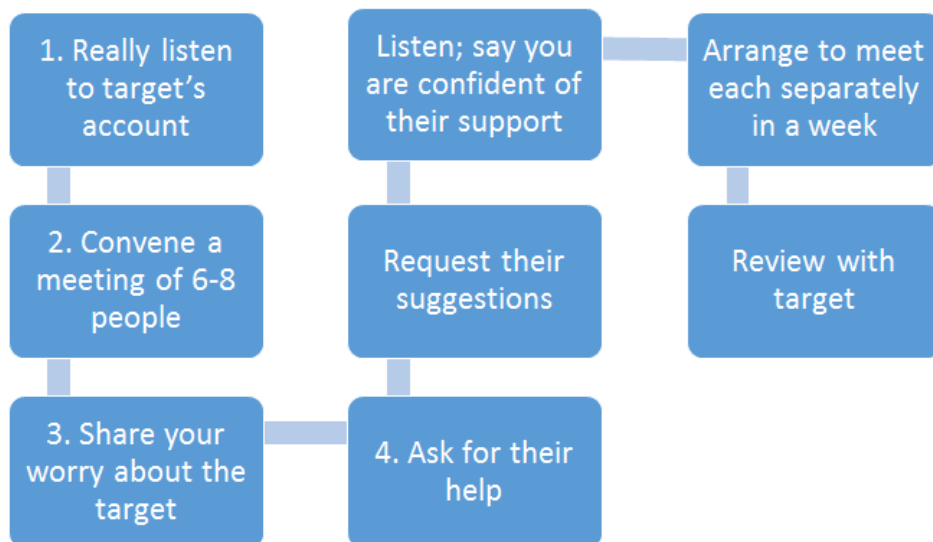


The effectiveness of the action to deal with the situation can be monitored carefully.

Support Group Method:

Support Group Method

7 steps plus review



Mediation:

- Good for low level issues where they want to restore a friendship
- Staff or peer mediation
- All parties meets together with the mediator
- Another way to restore empathy / harmony

Building emotional resilience:

- Ask the child – what would be a good enough outcome

- Focus on improving the future over dwelling on the past
- Use scaling to set the set goals
- Use pupil's strengths to build solutions

Shared method of concern:

Method of Shared Concern

