

Policy last reviewed:	June 2025
Next review due:	June 2026
Member of staff responsible	Assistant Headteacher – Safeguarding & DSL
Governor’s Committee:	FGB

Vision Statement: Our vision is to be a centre of excellence for learning, inspired by Christian values, where every person in our school community fulfils their potential.

Mission Statement: Our mission is to be a deeply Christian inclusive community which values every individual as a child of God.

Values Statement: The school aims to serve its community by providing an education of the highest quality within the context of Christian belief and practice. It encourages an understanding of the meaning and significance of faith and promotes Christian values through the experience it offers to all its students.

Dignity Underpinning all that we do is the core belief in the ultimate worth of each person as a child of God – precious, valued and loved by God. Dignity comes from the knowledge of our ultimate worth as human beings.

Community Having understood our value as individual human beings, we express this value through the quality of the relationships that we share with each other. Community, living well together, is of very great importance to us as a school, as is the place we each take in the wider community locally, nationally and internationally.

Wisdom As a school we seek to foster confidence, delight and discipline in seeking wisdom, knowledge and truth. This is achieved through the nurturing of academic habits and skills, emotional intelligence, resilience and creativity across the breadth of the curriculum.

Hope As we prepare our students for the future, we look to open up horizons of hope and aspiration, encouraging our students to embrace these with confidence and sending them out to make a difference to the world in which they live.

AIMS

The aims of this policy are to:

- Ensure that we have a shared working **definition** of bullying
- State that our school is a community which will **challenge bullying** behaviour
- **Empower** all members of the school community to work together to protect one another against bullying
- Highlight and promote our anti-bullying **culture**
- Clarify our anti-bullying **procedures**
- Ensure **support** for all involved
- Commit to **reducing** bullying related behaviours
- Support the school's commitment to a more consistent approach to supporting students with social, emotional and mental health (SEMH) needs.

1. ETHOS

At Holy Trinity we want everyone to feel safe, valued, and able to do their best, regardless of any differences that may set them apart. We value each member of the school community and encourage mutual respect and understanding, and pro-active support for each other. Our anti-bullying policy is central to our core values and mission as a Christian school and is underpinned by our ethos statements (above).

2. DEFINITION

This policy works in line with Keeping Children Safe in Education 2024

The definition below is taken from the Anti-Bullying Alliance

Bullying is defined as the repetitive, intentional hurting of one person or group by another person or group, where the relationship involves an imbalance of power. Bullying can be physical, verbal or psychological. It can happen face to face or online.

Bullying is, therefore:

- Deliberately hurtful
- Repeated, often over a period of time
- There is a Power Imbalance
- It is intentional

We use the term bullying related behaviour when reporting an incident. Not all incidents are repeated behaviours from a perpetrator to a target, but the reporting of such behaviours will enable the appropriate pastoral staff to decide what support and follow-up is needed to reduce the risk of a bullying related behaviour being repeated and to support the target as a result of the bullying related behaviour.

BULLYING RELATED BEHAVIOUR

TYPE OF BULLYING	DEFINITION
Emotional	Being unfriendly, excluding, tormenting, isolating others, threatening gestures, humiliation, intimidating, manipulation and coercion
Physical	Hitting, kicking, pushing, poking, biting, pinching taking another's belongings, any use of violence
Prejudice-based and discriminatory, including: <ul style="list-style-type: none"> • Racial • Faith-based • Gendered (sexist) • Homophobic/biphobic • Transphobic • Disability-based 	Taunts, gestures, graffiti or physical abuse focused on a particular characteristic (e.g. gender, race, sexuality)
Sexual	Explicit sexual remarks, display of sexual material, sexual gestures, unwanted physical attention, abusive or unwanted comments about sexual reputation or performance, or inappropriate touching, exposure to inappropriate films, homophobic abuse
Direct or indirect verbal	Name-calling, sarcasm, spreading rumours, teasing, belittling, threats and can include the exploitation of individuals.
Online, Cyber-bullying	Bullying that takes place online, such as through social networking sites, messaging apps or gaming sites - posting on social media, sharing photos, sending nasty text messages, social exclusion

Bullying is marked by the following characteristics. It is:

- i. **varied** in its forms:
 - a. physical
 - b. verbal
 - c. online
 - d. psychological
 - e. demanding money or property
 - f. isolating someone
 - g. spreading rumours
 - h. behaviour based on prejudice (sexist, racist, homophobic, biphobic, transphobic, physical appearance such as height, weight, facial features or hair colour)
 - i. Disability - bullying of disabled children and children with SEN.
- ii. **deliberate / planned**
- iii. a **pattern** of **repeated** behaviour
 - a. involving the same bully, the same victim or both
- iv. often marked by an **imbalance of power**
 - a. greater numbers
 - b. physical size or power
 - c. psychological strength

All of the types of bullying related behaviour listed above are unacceptable and will not be tolerated at this school.

ONLINE BULLYING

Online bullying is bullying conducted through Information technology such as text messages, e-mail and social networking sites.

The School's Acceptable Use Policy states that only educational sites are to be accessed and that e-mails must not be offensive or cause anxiety. Advice is given to protect students from disclosing personal information and to know how to handle unpleasant messages or material if received through the REACH curriculum.

The school has a separate online-safety policy which is available on the website.

Some abuses of IT, especially on social media, whilst occurring outside of the school, still have an impact on relationships or the well-being of those within the school community. Therefore, we will offer advice to students on safe use of Information technology both within and beyond the school context as part of the REACH curriculum.

REPORTING BULLYING RELATED BEHAVIOUR

We report all incidents of Child-on-Child abuse/Bullying Related Behaviour on CPOMS where it is reviewed by the Pastoral Team.

“One Off” incidents are handled according to the school’s behaviour policy. Whilst they may need appropriate high-level action, it is important that they are not confused with sustained bullying behaviour.

“Repeated” Incidents will follow the school's behaviour policy and a member of the Pastoral team will consider and put in action an appropriate response to the incidents that have occurred.

“Online Bullying” The school would encourage the person being bullied to keep evidence such as screenshots

RESPONSIBILITIES

The person responsible for the implementation of the anti-bullying policy is the Assistant Headteacher, Safeguarding and DSL. In training they will ensure all staff know who to report under the category Child on Child Abuse/Bullying Related behaviours on CPOMS.

All staff have a responsibility to:

- **model** anti-bullying behaviour. Staff should challenge behaviour that might support bullying of an individual in their class and under no circumstances should they join in. This may include “put-downs” and negative comments about appearance
- **listen** to complaints of bullying. Often victims will not choose an obvious person to hear their worries. Staff should listen sympathetically, but ensure they do not promise confidentiality: The tutor should be notified as soon as possible of concerns so appropriate action can be taken
- **pass on concerns** to the student’s tutor, Pastoral Support Manager or Year Leader about students who seem to be regularly manifesting symptoms associated with victims or perpetrators. This should be reported in CPOMS.
- **be alert** to the problem areas provided by the school’s environment and timetable. Be aware of ‘blind spots’ and busy, crowded areas such as corridors and locker areas.
- **support students in safe behaviour**, e.g. telling vulnerable students where CCTV is operative, how to report incidents and encouraging a culture of mutual support in tutor groups

All students have a responsibility to:

- **Refrain** from bullying related behaviour
- **Report** any bullying they are aware of
- **Avoid** any behaviour that would support bullies or encourage bullying
- **Support** one another responsibly against bullying in accordance with the Code of Conduct

SIGNS OF BULLYING

Students who are the target of bullying may experience mental health, emotional-wellbeing and identity difficulties. Some people are bullied because of their mental health issues others suffer as a consequence of being bullied.

When this occurs, it is important for staff, students and parents to be aware and recognise when a student is experiencing mental health difficulties or there has been a change in behaviour because of bullying.

Staff may not always be told about bullying, but in an effort to be pro-active staff should be aware that the following symptoms might indicate a student is being bullied:

Social	Physical	Behavioural
Quiet and withdrawn	Feeling ill repeatedly	Stories
Tearful and nervous	Poor personal hygiene	Loses belongings
Anxious	Self-harm	Lateness or truancy
Finds quiet secluded places	Weight loss or gain	Reluctant to leave lessons
Attention seeking	Changed appearance	Falling performance
Peers of different age group	Attendance	Bullying others
Loss of Friendships or isolated from peer group	Signs of Self Harming	Loss of interest in activities they enjoy

PREVENTATIVE MEASURES

i. CULTURE

Whilst procedures and sanctions are essential, we believe that the school-wide promotion of a cooperative, supportive culture is even more effective. To this end, we will:

- Listen and act upon student voice
- Promote community in school
- Participate in appropriate activities at local and national level e.g. anti-bullying week
- Highlight the anti-bullying message in our school assemblies
- Use appropriate media including the website and newsletter to advise students and parents
- Use CCTV to identify and challenge incidents

ii. CURRICULUM

Departments will take advantage of opportunities to cover areas related directly or indirectly to bullying through their subject area but there is specific material designed in REACH Lessons.

The issue of bullying and the school's approach to it is also covered in tutor times and pastoral assemblies

RESPONDING TO BULLYING RELATED BEHAVIOUR

When bullying is reported it will be taken seriously. Staff will work with the young person who is being bullied to help them feel safe and find responses to bullying that work. Staff will work with the young person or people who are bullying to change the bullying behaviour and may complete a restorative conversation to bring resolution to the conflict. Wherever possible, staff will work with the parents of any student who is bullying to support and encourage that student in stopping the bullying related behaviour.

Our response will be graded according to:

- The seriousness of the offence
- The extent of previous offences
- and the wishes of the target

It may take the form of:

- Mediation – particularly where blame is not entirely on one party
- Warning – for minor involvement
- A restorative justice conversation or conference
- SLT Detention
- Non-Contact Contract
- A period in Reflection
- Internal suspension or Suspension
- Permanent exclusion from school for repeated and serious bullying

Sanctions, including suspension, may be necessary in cases of severe and persistent bullying. Suspending students from school is a last resort. If particularly serious victimisation, abuse and intimidation, or physical bullying against any other person belonging to the school community is reported, those students who carried out the bullying will have to be suspended from school activities while it is investigated, and solutions are sought. If the solutions have no effect, or if the bullying were so severe that it would be harmful to the rest of the school community to allow the suspended student to return to the school, they may have to be permanently excluded.

Whilst bullying is not a specific criminal offence, there are criminal laws which apply to harassment and threatening behaviour that are relevant, and if staff feel that an offence has been committed, they will seek assistance from the police.

STANDING UP TO BULLYING BEHAVIOUR

This school is committed to stopping bullying behaviour and to do this we need everybody's help. Here are the things that every member of the school community can expect from the school and the things that are expected from each member:

ALL STUDENTS

Here's what to do if you know that another student is being bullied (this could be a friend that you know really well, someone in one of your classes, or someone that you just see around the school and have never even spoken to; and the bullying could be happening at school, or on the way to and from school, or over the weekend both in person and online.

Let a member of staff know about the bullying. You can do this in lots of diverse ways:

- Tell a student leader or a member of the Head team in the Sixth Form, who can advise you how to tell staff and support you in speaking to them
- Find a quiet moment to speak to a member of staff. After class can provide time to privately approach teachers.
- When you let staff know about bullying you can expect what you say to be taken seriously, and that action will be taken to stop the bullying behaviour.
- If you choose to tell a member of staff about bullying in person, staff will not name you when they investigate the bullying unless they are required to because of Child Protection laws, but they will let you know that they have acted on your report.
- You can also e-mail: safeguarding@holytrinitycrawley.org.uk, or text on our dedicated number: 07720 340227
- All records of incidents of bullying related behaviour are kept on CPOMS. This enables patterns to be identified and effective strategies to be employed. The Safeguarding team, on reviewing a bullying related incident may refer to an external agency if the incident needs wider intervention than the school can offer. Parents will be informed should this action need to be taken.

STUDENTS WHO ARE BEING BULLIED

If you are being bullied, you can expect that:

- You will be listened to and taken seriously.
- Action will be taken to help stop the bullying from continuing.
- You will be involved in the process of deciding what action to take to help stop the bullying and any worries that you may have will be listened to and respected.
- You will be treated fairly given the opportunity to talk about the way that the bullying has made you feel and to find strategies to deal with these feelings and to understand and cope with bullying behaviour.

This may include:

- Mentoring
- Peer support
- Provision of a Quiet Room
- Establishing an adult contact who will also monitor a student's well-being
- Referral to Thought-Full, Single Point of Access or Victim Support if appropriate

This means:

Your Tutor, Year Leader, Pastoral Behaviour Support Manager, Pastoral Leader and the Deputy Headteacher (Pastoral) will be told about your situation so that they can help to support you.

You will be given the chance to work with them to find strategies to deal with bullying and to talk about any feelings and worries that you may have. If necessary, you will be given contact details for external agencies who may give you extra support. Your Form Tutor will ask to let your parent know what is going on, and to offer them the chance to help support you, too.

You will have regular meetings with staff to make sure that the action taken to stop the bullying is really working and that you are happy with how things are going.

STUDENTS WHO ARE BULLYING

Bullying behaviour has no place at this school. If you are involved in bullying, you can expect that:

- Your bullying behaviour will be challenged.
- You will be treated fairly.
- You will be given the opportunity to change your behaviour and encouraged and supported in doing so.

This means:

- You will be expected to work with staff to look at the reasons that you have been bullying and to find and put into practice other ways of behaving.
- Your Tutor, Pastoral Behaviour Support Manager, Year Leader or Pastoral Leader will let your parent know what is going on and offer them the chance to help support you in changing your behaviour. This may include:
 - Mentoring
 - Peer support
 - Zones of Regulation
 - Referral to Thought-Full or Single Point of Access if appropriate
 - Other appropriate support as deemed appropriate by the Pastoral team.
 - Regular meetings with staff to review behaviour using the school reporting system

If students don't work at changing their behaviour, then staff will have to take more serious action, e.g. suspending a student from school activities.

Our priority is to make this school a safe and positive place for the whole school community. If you take part in a serious campaign of victimisation, abuse and intimidation, or episode of physical bullying against any other person belonging to the school community, you will be instantly suspended from school whilst the behaviour is investigated, and you may be permanently excluded.

STAFF

Year Leaders supported by their Pastoral Behaviour Support Manager and Senior Tutor will support staff, students and parents in resolving reported incidents. If an incident of bullying cannot be resolved, it will be referred to Senior Leaders to support resolution. The Deputy Headteacher and Assistant Headteacher, Behaviour and Culture will, where necessary, review incidents and their response if additional scrutiny is required or a parent wishes to escalate to a complaint.

All staff can expect to be trained and supported in dealing with bullying.

All staff will be expected to:

- Promote an environment that is constructive and safe for all students through their own teaching practice and actions.
- Read and follow the procedures set out in this policy when they are dealing with bullying.
- Work in co-operation with colleagues, students, parents, staff from other organisations in the local community and the school's Local Board of Governors to combat bullying.

PARENTS

Staff will do their best to address any concerns that you may have about bullying; and you will be asked to co-operate with the school in supporting your child and promoting the message that bullying behaviour is not acceptable.

If your child is being bullied, you can expect that:

- You and your child will be listened to, believed and treated fairly.
- Staff will ensure that you are involved in the process of supporting your child in dealing with the bullying.
- Staff will do their best to address any concerns you may have.

Wherever necessary, the school will put you in contact with outside agencies that can help to support you and your child in addressing your experience of being bullied.

If your child is bullying another student, you can expect that:

- You and your child will be listened to.
- Your child will be treated fairly.
- Your child will be expected to change his/her bullying behaviour and supported and encouraged in doing so by staff.

Wherever necessary, the school will put you in contact with outside agencies that can help to support you and your child in addressing your bullying behaviour.

If you have any concerns that another child who attends the school (e.g. a friend of your child) may be experiencing bullying, please do not turn a blind eye but mention this to a member of staff.

RELATED POLICIES

Behaviour Policy

Online-Safety Policy

Safeguarding Policy;

Equality and Diversity Policy;

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Useful Resources - Websites

Anti-Bullying Alliance - <https://anti-bullyingalliance.org.uk/>