Sawston Village College
Anti-Bullying Policy

1. Statement of Intent

At Sawston Village College we are committed to providing a caring, friendly and safe environment for all of our pupils so they can learn in a relaxed and secure atmosphere. Bullying of any kind is unacceptable at our school. If bullying does occur, all pupils should be able to feel confident about the College's procedures, feel secure in informing staff and know that incidents will be dealt with promptly and effectively.

The aim of this policy is to establish clearly what bullying is, the impact it can have on others and the steps the College will take to deal with bullying.

2. What is Bullying?

Bullying is a form of child-on-child abuse as outlined in the DfE statutory guidance 'Keeping Children Safe in Education 2026'. It is the use of *repeated* behaviours with the intention of hurting another person(s). However, bullying may include one-off incidents where similar types of behaviour may be used to hurt another. All bullying results in pain and distress.

Bullying can include:

Verbal bullying e.g. name calling, teasing, threatening physical e.g. hitting, punching, kicking, inappropriate touching, relational e.g. ignoring, leaving out, spreading rumours Indirect e.g. stealing, damaging belongings, targeted graffiti, cyberbullying e.g. sending abusive texts or emails

- **Verbal:** Name calling, teasing, threatening, sarcasm
- **Physical:** Hitting, punching, kicking, pushing, throwing things at, inappropriate touching
- **Relational:** Ignoring, leaving out, spreading rumours
- **Indirect:** Stealing, demanding belongings, theft, targeted graffiti
- **Cyber-bullying:** Abuse via all areas of the internet and electronic communication, including email, text, calls, social networking, and misuse of related technologies including images and video;
- **Prejudice based or discriminatory bullying:** Prejudice-related bullying (also known as identity-based bullying or bias bullying) refers to any form of bullying related to the characteristics considered unique to a child's identity. This may be linked to one of the following characteristics:

  - Race or ethnicity
  - Gypsy, Roma and Traveller
  - Asylum Seekers and Refugees

- Religion or belief
- Special Educational Needs and/or disability
- Sexual Orientation
- Gender
- Gender Identity

These forms of bullying are not only targeted at an individual but reflect negative attitudes towards a wider sub-community or group to whom that individual identifies with (or is believed to identify with).

The College is committed to ensuring the protection and support of groups identified under the Equality Act 2010.

3. Sexual violence and harassment

Sexual violence and sexual harassment can occur between two children of any age and sex from primary through to secondary stage and into colleges. It can occur through a group of pupils sexually assaulting or sexually harassing a single child or group of children. Sexual violence and sexual harassment exist on a continuum and may overlap; they can occur online and face to face (both physically and verbally) and are never acceptable.

The College is committed to creating a working and learning environment that is free from sexual harassment and violence and where all members of the community are treated with courtesy, dignity and respect. Sexual harassment and sexual violence are specific areas of bullying which potentially create an atmosphere that, if not challenged, can normalise inappropriate behaviours and attitudes.

Sexual violence and harassment are not behaviours based on mutual attraction, friendship or respect. If the interaction is consensual, welcomed and reciprocated it is not sexual violence or harassment. Sexual violence and harassment are unlawful and will not be tolerated, and action will be taken against those who commit such acts.

Sexual violence, for the purpose of this policy, is defined as any sexual offence covered under the Sexual Offences Act 2003. For the purpose of this policy when referring to sexual harassment we mean *'unwanted conduct of a sexual nature'* that can occur online and offline. When we reference sexual harassment, we do so in the context of child-on-child sexual harassment. Sexual harassment is likely to: violate a child's dignity, and/or make them feel intimidated, degraded or humiliated and/or create a hostile, offensive or sexualised environment.

Whilst not intended to be an exhaustive list, sexual harassment can include:

- Sexual comments, such as: telling sexual stories, making lewd comments, making sexual remarks about clothes and appearance and calling someone sexualised names;
- Sexual 'jokes', 'banter' or taunting;
- Physical behaviour, such as: deliberating brushing against someone, interfering with someone's clothes and displaying pictures, photos or drawings of a sexual nature; intimidation by individuals or groups based upon gender.

- Online sexual harassment, which might include: non-consensual sharing of sexual images and videos and sharing sexual images and videos (both often referred to as sexting); inappropriate sexual comments on social media; exploitation; coercion and threats. Online sexual harassment may be standalone, or part of a wider pattern of sexual harassment and/or sexual violence.

4. Why is it important that the whole College community react against bullying behaviours?

Bullying hurts – and the negative impact can be long lasting. It damages self-esteem, achievement and well-being. No one deserves to be a victim of bullying. Everybody has the right to be treated with respect. Pupils who are bullying need to learn different ways of behaving to secure their own success as pupils and citizens.

5. Preventing bullying

The following section sets out the methods by which the College will aim to prevent all forms of bullying in the College and wider community.

5.1. Raising awareness

- All teaching and non-teaching staff, pupils and parents and governors need an understanding of what bullying is.
- All teaching and non-teaching staff and governors should know what the College policy is on bullying and follow it when bullying is reported.
- All pupils and parents will be made aware of the College policy on bullying, and what they should do if bullying arises.
- All stakeholders must be clear that bullying will not be tolerated at Sawston Village College.
- The College will implement curriculum programmes, information and training alongside support procedures to help ensure these outcomes.
- The College has pupil anti-bullying ambassadors, who have received training through the Diana Award. These pupils have been trained to identify bullying behaviour, spotting the signs and symptoms of pupils affected by bullying and how best to support them.
- Anti-bullying staff and pupil ambassadors will work together to raise awareness and to eliminate bullying behaviour through whole-school campaigns and events.
- The College will use anti-bullying week as an additional way of raising awareness during mentor time and assemblies.

5.2. Responding to bullying behaviour

At Sawston Village College we acknowledge the following roles in bullying behaviour:

- Victim
- Perpetrator

- Defender
- Bystander

5.3. How do we respond to bullying at the College?

- Bullying can be reported by pupils, parents or staff by speaking to a member of the pastoral team directly or by emailing with their concerns.
- Staff will also log bullying concerns on MyConcern, the College's safeguarding reporting system.
- When bullying is reported it will be taken seriously and acted upon.
- Staff will work with the pupils who are being bullied to help them feel safe.
- Staff will work with the pupils who are bullying to change the bullying behaviour.
- Wherever possible, staff will work with the parents/carers of any pupil who is being bullied to support and encourage that pupil in finding solutions to the bullying.
- Wherever possible, staff will work with the parents/carers of any pupil who is bullying to support and encourage that pupil in finding alternatives to the bullying behaviour.
- Staff will involve, where necessary, outside agencies in supporting pupils who are experiencing bullying or who are bullying.
- Pupils may face various sanctions including isolation within school or potential fixed term exclusion from school. If particularly serious victimisation, abuse and intimidation whether on or off-line, or physical bullying against any other person belonging to the school community is reported, those pupils who carried out the bullying may have to be suspended from mainstream school activities while it is being investigated and solutions are sought.
- If the solutions have no effect, or if the bullying was so severe that it would be harmful to the rest of the College community to allow the suspended pupil to return to school, he/she may have to be placed in alternative provision or, as a last resort, permanently excluded, in line with East and South Cambs Inclusion Partnership, Local Authority and statutory guidelines. Furthermore, if appropriate, police will be consulted – while the College will endeavour to resolve bullying through its own policies and procedures, the College will encourage the police to exercise their full powers if required, especially where bullying takes place outside of school, electronically or is repeated despite the imposition of school sanctions.

6. Standing up to bullying behaviour

Sawston Village College is committed to stopping bullying behaviour and to do this requires everybody's involvement. The following sets out what every member of the school community can expect from the College and the responsibilities that are expected

from each member.

6.1. All pupils

Pupils may find themselves in vulnerable positions sometimes, e.g. when they start a new school or due to their personal circumstances. As part of the school community, pupils have a responsibility to help combat bullying by supporting other pupils when they are vulnerable.

- Pupils should not gang up against or isolate another pupil in a vulnerable position; they should try to help them feel less vulnerable.
- Pupils should not join in with making fun of them, even if they don't feel able to challenge the bullying behaviour themselves, and;
- Pupils should not turn a blind eye to bullying and victimisation – they should be prepared to be a defender rather than be a bystander.
- Pupils should not use 'banter' as an excuse for bullying behaviours. This will not be tolerated.
- If pupils know another pupil is being bullied (this could be a friend, someone in one of their classes, or someone that they just see around the school and have never spoken to; and where the bullying could be happening at school, or on the way to and from school), pupils must let a member of staff know.

This can be done in a number of different ways:

- Pupils can write down the details about the bullying (who is the victim, how they are being bullied, and when and where the bullying is happening/has happened; if pupils can, they should write down who is doing the bullying and also their name) and the names of any witnesses – and communicate these to a member of staff.
- Pupils can find a quiet moment to speak to a member of staff. All members of staff, no matter their position in the College, will support pupils who wish to report bullying.
- Staff will ensure that this is logged on MyConcern

When staff know about bullying, pupils can expect what is said to be taken seriously and that action will be taken to stop the bullying behaviour.

If pupils are ever worried for their own or another pupil's physical safety (including if a pupil is afraid that a pupil may harm himself/herself), pupils should not hesitate to tell a member of staff so that they can take immediate action to keep the pupil safe.

Pupils reporting bullying between two other individuals may be worried about reprisals and will wish to give information anonymously. The College will seek to ensure that wherever possible, if they wish, pupils will have their anonymity protected during and after any investigation has taken place.

6.2. Pupils who are being bullied

If a pupil is being bullied, it is expected that:

- pupils will be listened to and taken seriously;
- action will be taken to help a pupil stop the bullying;
- pupils will be given the opportunity to talk about the way that the bullying has made them feel and to use strategies to deal with these feelings and to understand and cope with bullying behaviour. This means:
    - the mentor/Year Lead/SENCO will be told about the situation so that they can help to support the pupil;
    - pupils will be given the chance to work with staff to find strategies to deal with bullying and to talk about any feelings and worries that they may have;
    - pupils will be offered the chance to talk with staff from other agencies as well, if appropriate;
    - the mentor/Year Lead will let parent(s)/carer(s) know what is happening and what actions have been taken, in addition they will offer parent(s)/carer(s) strategies to help support their son/ daughter;
    - pupils will have regular meetings with staff to make sure that the action taken to stop the bullying is working;
    - if pupils are ever in fear of their physical safety, staff will help and take action.

6.3. Pupils who are bullying

Bullying has no place at Sawston Village College; our priority is to make the school a safe and positive place for the whole school community. If pupils are involved in bullying they can expect that:

- bullying behaviour will be challenged;
- they will be treated fairly;
- they will be given the opportunity to change their behaviour and encouraged and supported in doing so. This means:
    - the bullying pupil will be expected to work with staff to look at the reasons that have led to their bullying behaviour and to find and put into practice other ways of behaving;
    - the mentor/Year Lead will let the parent(s)/carer(s) know what is going on, and to offer them the chance to help support their son/ daughter in changing bullying behaviour;
    - pupils may be asked to acknowledge their bullying behaviour with the person(s) that they have been bullying through an agreed

restorative approach with the victim, an adult and provide assurances that these behaviours will cease;

- if pupils don't work at changing bullying behaviour then staff will have to take more serious action. These sanctions may include restrictions on social times, restrictions on where the pupil is allowed to go around the school site, Principal Referral (after school) detentions, internal exclusion or fixed term exclusion;
- the College is obliged to report any prejudice-related incident to the Local Authority and a record remains on the pupil's school history indefinitely;
- the College will report any act which could be defined as a hate crime to the police;
- cyber-abuse is also a criminal offence and is likely to involve significant sanctions being imposed by the College or the victim's parent(s)/carer(s).

Ultimately, the College will take all necessary steps to ensure that all pupils can exercise their rights to attend school and achieve to the best of their potential, in a kind, happy and safe environment.

6.4. College Staff

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

All staff must:

- build positive relationships with pupils, promote a sense of belonging and demonstrate professional curiosity, so that pupils view staff as trusted adults that they can approach with any concerns;
- promote an environment that is constructive and safe for all pupils; through their own teaching practice, the language they use towards one another and their actions;
- recognise the impact that bullying has on pupils' mental health/sense of wellbeing and follow the appropriate channels of support if required (via the pastoral team);
- follow the procedures set out in this policy when they are dealing with bullying;
- work in cooperation with colleagues, pupils, parent(s)/carer(s).
- report bullying and child-on-child abuse incidents on the College's electronic Safeguarding System, MyConcern.

6.5. Parent (s)/Carer(s)

All parents and carers can expect to be kept informed of the school's anti-bullying work throughout the school year.

Staff will do their best to address any concerns that parents may have about bullying, and parents will be asked to cooperate with the school in supporting their child and promoting the message that bullying behaviour is not acceptable.

If a child is being bullied, parents can expect that:

- they and their child will be listened to and believed;
- staff will ensure that parents are involved in the process of supporting their child in dealing with bullying;
- staff will do their best to address any concerns parents may have;
- wherever necessary, the school will put parents in contact with outside agencies (e.g. counselling services etc.) that can help to support them and their child in addressing his/her experience of being bullied.

If their child is bullying another pupil, parents can expect that:

- they and their child will be listened to;
- their child will be treated fairly;
- their child will be expected to change his/her bullying behaviour and supported and encouraged in doing so by parents and staff;
- wherever necessary, the school will put parents in contact with outside agencies that can help to support their child in addressing his/her bullying behaviour.

Parents who are worried that their child is being bullied are strongly encouraged to report it to their child's mentor/Year Lead or to a member of the Senior Leadership Team (SLT). If parents have any concerns that another child who attends the school (e.g. a friend of their child) may be experiencing bullying, this should be reported to a member of the pastoral team or SLT. The College will always respond in an impartial manner and fully investigate all incidents.

Where appropriate, and if all parties are in agreement, a restorative meeting will be convened and supported by the relevant staff involved. All parties will then be asked to sign a contract of points agreed by all in the meeting to abide by going forward.

Where a Restorative Approach has failed to modify the behaviour of a perpetrator and the bullying is continuing or when sanctions are to be used, the parents/ carers of the perpetrator will be invited to the school to discuss their child's behaviour.

7. Monitoring the impact of the policy

The College will undertake regular reviews to both test the effectiveness of the policy and to identify possible changes in bullying patterns. Such reviews will include the Health Related Behaviour Survey, the Prejudice Reporting for Education database, internal anonymised surveys and scrutiny, every fortnight, of the College's Central Bullying Database, which will be completed after each bullying incident and document the name of the victim(s), the name of the perpetrator, the type of bullying taking place

and the College's response. In addition, the use of logs of concern on MyConcern will generate additional information and help recognise various themes and forms of bullying potentially taking place in the College. This information is shared with SLT/Year Leads and Governors. The College will also consult more informally with individuals and groups of pupils, the Senate, and with staff and parents.

Mrs Clare Greaney, Assistant Principal, has the whole school responsibility for Anti-Bullying and Mrs Jodie Fink is the Anti-Bullying Coordinator. Staff draw together the various strands of the anti-bullying policy and procedures and report to SLT and governors on the effectiveness of the provision.

Anglian Learning will also monitor bullying through its regular programme of quality assurance including lesson and site observations; parental surveys; pupil panels; audits and peer visits.

This policy shall be subject to annual review in light of the evidence.

8. Conclusion

Preventing bullying requires action from all members of the College community. At Sawston Village College we expect:

- all pupils and staff to:
    - treat one another with respect;
    - report bullying incidents to staff or school leaders;
    - not to bully others or to standby and watch others being bullied;
    - address bullying behaviour promptly;
    - support victims where they can and involve parent(s)/carer(s) to work together to help rebuild resilience and self-esteem;
    - support perpetrators of bullying to understand the negative impact of their behaviours and seek appropriate support;
- parent(s)/carer(s) to:
    - listen calmly to a victim, keeping an open mind to try and establish the facts;
    - contact the College promptly concerning any bullying;
    - support the College's attempts to prevent bullying;
    - not support their son or daughter in bullying behaviour but work in partnership with the college and their child to address these behaviours;
    - work with the College in a positive way whenever a bullying problem involves their son or daughter.
- In return the College will:
    - ensure staff are always vigilant and not to ignore bullying incidents;

- listen sympathetically to the victims;
- investigate thoroughly and record all incidents;
- protect the identity of the person reporting the incident, wherever possible;
- provide help and support for victims and perpetrators;
- keep parents informed;
- aim towards the elimination of bullying.

Policy approved by the Local Governing Body on 24 November 2026

Review: Autumn 2027