



The Sutton Academy

Anti-Bullying Policy

Status	Non-Statutory
Responsible Governors' Committee	GB / Curriculum & Standards
Date last approved by GB	17/06/2025
Responsible Person	Ms G Medare
To Review Date	November 2026
Last Amended Date	November 2024

POLICY STATEMENT:

Bullying or harassment of any kind is unacceptable, whether it is on or off the academy site or in the online or offline world. The Sutton Academy is committed to providing a caring, friendly and safe environment for all of our students so they can learn in a relaxed and secure atmosphere.

Bullying will never be seen as 'just banter'. If bullying does occur, all students should be able to tell an adult in the academy and know that incidents will be dealt with promptly and effectively.

It is an expectation of anyone who knows that bullying is taking place to ensure that it is reported and acted upon using the appropriate academy processes and procedures. Everyone must understand what bullying is and the impact it has on those who have been bullied and those who have bullied. Everyone must know that there will be ongoing care and support for both victim and alleged perpetrator. All adults have a duty to support children to practice and build the skills that create better relationships. We also recognise that children develop and mature at different stages and ages; some require additional support, guidance and reasonable adjustments to be made in line with the Equalities Act.

Underpinning this policy are the beliefs that everyone has the right to:

- Recognition of their unique identity
- Be treated with respect and dignity
- Learn and work in a safe environment
- Be protected from harm, violence, assault and acts of verbal abuse

We expect all to show their respect for each other and behave in a way that supports each other's learning. For staff to build effective relationships with children they need to be supported to develop knowledge skills and understanding. Their own emotional health and well-being is vital to positive relationships and will be supported by the academy. We see outstanding behaviour as children behaving well, because they know how to, and because they want to, not because an adult tells them to.

Associated Policies and Procedures and any other references:

This policy takes into account the following legislation, statutory and non-statutory guidance (this list is not exhaustive):

- Keeping Children Safe in Education, 2024
- Sexual violence and sexual harassment between children in schools and colleges, 2021
- Special Educational Needs Code of Practice 2015

- Equality Act, 2010
- Protection from Harassment Act, 1997
- Public Order Act, 1986
- Communications Act, 2003
- Human Rights Act, 1998
- Online safety Act 2023
- Crime and Disorder Act, 1998
- Relationships Education, Relationships and Sex Education and Health Education, 2020

The Sutton Academy definition of bullying:

There is no legal definition of bullying.

Bullying is an ongoing and deliberate misuse of power through repeated verbal, emotional, physical and/or social behaviour that intends to cause physical, social and/or psychological harm. It can involve an individual or a group and be aimed towards one or more persons who feel unable to stop it from happening. Bullying can happen in person or online, via various digital platforms and devices and it can be obvious (overt) or hidden (covert). Bullying of any form or for any reason can have immediate, medium and long-term effects on those involved, including bystanders.

Bullying can be:

- Emotional: being unfriendly, excluding, tormenting (e.g. hiding books, threatening gestures)
- Physical: pushing, kicking, hitting, punching or any use of violence
- Racist: racial taunts, graffiti, gestures
- Sexual: unwanted physical contact or sexually abusive comments
- Diabolist: comments and name calling
- Homophobic: because of, or focussing on the issue of sexuality
- Verbal: name-calling, sarcasm, spreading rumours, teasing
- Cyber: All areas of internet ,such as email & internet chat room misuse
- Mobile threats by text messaging & calls
- Misuse of associated technology , i.e. camera & video facilities
- Peer on peer

What bullying is not:

- Single episodes of social rejection or dislike
- Single episode acts of nastiness or spite
- Random acts of aggression or intimidation
- Mutual arguments, disagreements or fights

Objectives of this Policy

- All trustees, teaching and non-teaching staff, students and parents should have an understanding of what bullying is.
- All trustees, teaching and non-teaching staff should know what the academy policy is on bullying, and follow it when bullying is reported.
- All students and parents/carers should know what the academy policy is on bullying, and what they should do if bullying arises.
- Students and parents/carers should be assured that they will be supported when bullying is reported.
- To ensure that everyone feels safe in the academy and that the emotional health and wellbeing of all is safeguarded
- To ensure procedures and structures are clear, understood and used consistently by all
- Bullying will not be tolerated.

Signs and Symptoms

A child may indicate by signs or behaviour that he or she is being bullied. Adults should be aware of these possible signs and that they should investigate if a child:

- is frightened of walking to or from school
- doesn't want to go on the school / public bus
- begs to be driven to school
- changes their usual routine
- is unwilling to go to school (school phobic)
- begins to truant
- becomes withdrawn anxious, or lacking in confidence
- starts stammering
- attempts or threatens suicide or runs away
- cries themselves to sleep at night or has nightmares
- feels ill in the morning
- begins to underperform in school work
- comes home with clothes torn or books damaged
- has possessions which are damaged or "go missing"
- asks for money or starts stealing money (to pay bully)
- has dinner or other monies continually "lost"
- has unexplained cuts or bruises
- comes home starving (money / lunch has been stolen)
- becomes aggressive, disruptive or unreasonable
- is bullying other children or siblings
- stops eating
- is frightened to say what's wrong
- gives improbable excuses for any of the above
- is afraid to use the internet or mobile phone
- is nervous & jumpy when a cyber-message is received

These signs and behaviours could indicate other problems, but bullying should be considered a possibility and should be investigated

Procedures

Reporting

- The academy recognises that it needs to provide a variety of means for children to report bullying that is happening to them including a means of anonymous reporting In our academy the following are in place to support children to report bullying (in addition to typical face to face reporting)
- Students can anonymously report via email
- Informing Year team
- Informing any member of staff
- Childline

Responding

If an allegation of bullying occurs, the academy will:

- Take it seriously
- Investigate as quickly as possible to establish the facts
- Record and report the incident; depending on how serious the case is, it may be reported to the principal
- Provide support and reassurance to the victim
- Make it clear to the 'bully' that this behaviour will not be tolerated. If there is a group of people involved, they will be spoken to individually and as a whole group. It is important that children who have harmed another, either physically or emotionally, redress their actions, and staff will make sure that they understand what they have done and the impact of their actions
- Discuss the matter with both parties, using restorative techniques
- Ensure that if a sanction is used, it will correlate to the seriousness of the incident and the 'bully' will be told why it is being used

Sanctions

For students who have demonstrated bullying behaviour, the academy's behaviour policy will be followed. In addition, using restorative practices in line with the ethos and culture of the academy, a plan will be implemented to identify the steps that need to be taken to change the behaviour in the future and support the student in being able to do this.

If it persists we will use an anti bullying contract

Bullying which occurs outside school premises

Academy staff members have the power to discipline children for misbehaving outside the academy premises. Sections 90 and 91 of the Education and Inspections Act 2006 say that an academy's disciplinary powers can be used to address conduct when they are not on academy premises and are not under the lawful control or charge of a member of academy staff, but only if it would be reasonable for the academy to regulate children's behaviour in those circumstances. This may include bullying incidents occurring anywhere off the academy premises, such as on academy or public transport, outside the local shops, or in a town or village centre.

Where bullying outside the academy is reported to academy staff, it will be investigated and acted on. The Principal will also consider whether it is appropriate to notify the police. While academy staff members have the power to discipline children for bullying that occurs outside the academy they can only impose the disciplinary sanction and implement that sanction on the academy premises or when the child is under the lawful control of academy staff, for instance on a trip.

Our Academy Community

- Discusses, monitors and reviews our anti-bullying policy on a regular basis
- Supports staff to identify and tackle bullying appropriately
- Ensures that students are aware that all bullying concerns will be dealt with sensitively and effectively.
- Reports back quickly to parents/carers regarding their concerns on alleged bullying.
- Seeks to learn from anti-bullying good practice elsewhere and utilises the support of the LA and relevant statutory voluntary organisations when appropriate.

What to do if you think a student is being bullied.

Encourage the student to talk about his/her experiences. It may help the student just to be aware that someone else knows.

Report immediately to the Year Team or a senior member of staff via CPOMS or verbally.

There is an email support line on the academy website in which you can contact and raise any concerns you have. You will receive a response from a member of the Academy Leadership team within.

What to do if a student complains of being bullied.

- Get a complete account of the incident or incidents. Are there friends, classmates or witnesses who can verify any accounts?
- Get a written statement from the student(s).
- If you can identify the bullies as other students from the Academy, talk to a Head of Year who will complete paper work and start investigations.
- The bullies should be spoken to regarding the complaint. An informal warning may be sufficient.
- The student's Head of Year will arrange for a member of staff, chosen by the student either being bullied or at risk of being bullied, to offer support on a continual basis until such time as the student and his/her parent are satisfied that conditions have returned to normal.
- It may be appropriate to get the bullies and victims together to give their respective accounts and propose/agree to a solution – propose that sorting out the problem internally as individuals is preferable to one of the possible following scenarios:
 1. Further sanctions (detention, suspension)
 2. Written record on student's Academy file (affecting future references)
 3. Parents being contacted
 4. Anti bullying contract
 5. Contacting the police (if the incident is serious)
 6. Referral to Educational Psychologist
 7. Form E Bullying & Harassment LA Incident Recording Form. Pastoral Managers will complete and sent to the LA.
 8. PEX
- It may be appropriate to conduct separate follow-up meetings with the victim and bully to ensure that the problems have been sorted out.

What staff will do if they see a student being bullied - Confronting Bullies.

- Challenge the student's responsible – recording names and tutor groups.
- Record the incident in writing and pass to Head of Years and CPOMS.
- Depending on the nature of the incident, it may be necessary to call ALT who will

follow the procedures outlined in the policy.

- Head of Years arrange for a meeting to discuss the incident – pointing out the consequences that may follow if the issues are not resolved to a satisfactory end. See the possible scenarios above.
- The meeting may involve students (bullies and victims) and any such staff as may be considered appropriate – Form Tutor, Achievement Leaders, A Member of the Academy Leadership Team and Parents.
- A follow-up meeting with the victim must take place to ensure that the situation has been resolved and that the student knows that he or she is supported by the Academy.
- A follow-up meeting with the bully must take place to ensure that the student is supported in modifying his or her behaviour. Targets may be set and progress towards them reviewed. Support for the bully may involve referral to another agency.