

FREE TEMPLATE: *ANTI-BULLYING POLICY FOR SCHOOLS*



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School Anti-Bullying Policy

School Name: _____

Policy Ref: _____

Effective From Date: _____

Next Review Date: _____

School Details

Provide details of your school, name, address, headteacher etc.

Purpose

Outline the purpose of this anti-bullying policy — for example:

The purpose of this policy is to provide a safe, secure learning environment free from bullying and intimidation. Our aim is to encourage pupils to disclose and discuss incidents of bullying behaviour in a calm, non-threatening atmosphere. We want to promote respectful relationships across the school community.

Scope

Who does this policy apply to, who is governed by it etc — for example:

This policy has been established to ensure _____ is a safe, bully-free school and it applies to all staff, students, parents/guardians, visitors, suppliers and any other person who comes in contact with this school.

Definition of Bullying

Provide a definition of bullying/cyberbullying — for example:

Bullying is a pattern of unacceptable behaviour carried out by an individual or group over a period of time which makes the target of bullying feel uncomfortable, intimidated, degraded, humiliated, insulted and/or offended.

Cyberbullying is a form of bullying which takes place via information technology and the internet including social media, texts, emails, instant messages etc.

For a more detailed definition of bullying and cyberbullying, see ‘*Bullying—A Complete Approach*’ pages 10 & 38—***Bullying—A Complete Approach (2022) All Resources.***

Bullying Behaviours that Are not Tolerated

Provide some examples of bullying behaviours which will not be tolerated — for example:

Bullying behaviours are not tolerated in this school. Bullying causes hurt and upset to many people and the types of behaviour that are unacceptable include:

- *Verbal bullying—for example, name calling, put downs, threats etc.*
- *Physical bullying—for example, hitting, punching, kicking etc.*
- *Taking or breaking property—for example, school books, lunch money, mobile phone.*
- *Exclusion—leaving people out of games, refusing to work with them, ignoring them.*
- *Cyberbullying—bullying using information technology—on the internet or mobile phone and social media etc.*

For a more detailed description of bullying types, see ‘*Bullying—A Complete Approach*’ pages 16 & 17—***Bullying—A Complete Approach (2022) All Resources.***

The Role of Bystanders

In all cases of bullying, there are those who see what is occurring but who stand by and either watch or turn away and do nothing. These people are bystanders. The following are some of the reasons why bystanders do not tackle the bullying:

- They view the bully as a positive influence because they are strong/popular/etc.
- They receive protection from the bully for supporting them.
- They fear retaliation and may become a target of the bully if they intervene.
- They may get physically hurt if they wade in to stop the bullying.

For a more detailed discussion of the role of bystanders, see ‘*Bullying—A Complete Approach*’ pages 35 & 36—***Bullying—A Complete Approach (2022) All Resources.***

Tackling Claims of Bullying and Harassment

Outline the process for dealing with bullying once it has been reported — for example:

When someone reports a case of suspected bullying or harassment (either they are being bullied or they have witnessed bullying), we will follow these guidelines:

- 1. If it is established that bullying has occurred, the matter should be reported to someone in a senior position such as a teacher or to the anti-bullying coordinator (if there is one).*
- 2. Initially the matter should be dealt with informally to establish whether it can be resolved amicably (e.g. it was a one-off incident or a misunderstanding) with the aim of reconciliation so that the parties can move on.*
- 3. If the matter cannot be dealt with informally, the teacher will need to speak with the pupil or pupils who have experienced the behaviours. They need to gather as much information as possible so that they can establish if bullying has occurred.*
- 4. If the incident involves the internet or social media, all bullying information or posts will be recorded or saved (for evidence) and then must be removed.*
- 5. If it is found that bullying has occurred, the parents of the students involved will be informed and a disciplinary approach may be necessary.*

Note—The above is a very condensed version—your process must be more detailed and may reflect your school’s procedures for dealing with disciplinary matters and serious student misconduct.

For a more detailed outline of dealing with school bullying, see ‘*Bullying—A Complete Approach*’ pages 49, 50, 86 & 87 — ***Bullying—A Complete Approach (2020) All Resources***.

Responsibilities

Outline the people responsible for implementing the policy, investigating and dealing with bullying, updating the policy etc — for example:

The following people are responsible for the following areas relating to this policy:

Ensuring the policy is adhered to and implemented throughout the school:

Name: _____

Position: _____

Investigating and dealing with all incidences of bullying (including cyberbullying) and harassment:

Name: _____

Position: _____

Ensuring the Anti-Bullying Policy is kept up-to-date with current legislation:

Name: _____

Position: _____

Name: _____

Position: _____

Name: _____

Position: _____

Your anti-bullying policy must be fully accessible to all staff and students and should outline how and to whom anyone can report any incidences of bullying against themselves or another person.

We hope you found this free template useful.

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