

## **NSPCC School, Academy and College Anti-Bullying Policy Checklist**

Name of member of school leadership team responsible for the school anti-bullying policy:

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Name of member of governing body with special interest in bullying:

.....

Date when anti-bullying policy last reviewed / revised .....

Date when it is planned to next review / revise the school anti-bullying policy:

.....

### **Developing, reviewing and revising:**

<b>The school anti-bullying policy:</b>	<b>Yes</b>	<b>No</b>	<b>Action needed</b>
<ul style="list-style-type: none"><li>Has been developed / reviewed / revised in consultation with the whole school community (governors, school leadership, staff, pupils and parents / carers)</li></ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<ul style="list-style-type: none"><li>Is made accessible to all sections of the school community so that they understand their respective roles and responsibilities</li></ul>	<input type="checkbox"/>	<input type="checkbox"/>	

**Position statement and values:**

<b>The school has an anti-bullying policy that has a:</b>	<b>Yes</b>	<b>No</b>	<b>Action needed</b>
<ul style="list-style-type: none"><li>• Statement of principles and values</li></ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<ul style="list-style-type: none"><li>• Statement regarding inclusion / diversity</li><li>•</li></ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<ul style="list-style-type: none"><li>• Statement of position with regard to bullying and school's response to bullying behaviour</li></ul>	<input type="checkbox"/>	<input type="checkbox"/>	

**Definition & Types:**

<b>The school anti-bullying policy:</b>	<b>Yes</b>	<b>No</b>	<b>Action needed</b>
<ul style="list-style-type: none"><li>• Defines bullying</li></ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<ul style="list-style-type: none"><li>• Explains what behaviour constitutes bullying and what doesn't</li></ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<ul style="list-style-type: none"><li>• Defines the different types bullying can take – how the bullying takes place</li></ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<ul style="list-style-type: none"><li>• Defines the different forms of bullying based on difference or prejudice – why the bullying takes place</li></ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<ul style="list-style-type: none"><li>• Defines the different forms of online / cyber bullying</li></ul>	<input type="checkbox"/>	<input type="checkbox"/>	

<ul style="list-style-type: none"> <li>Recognises that bullying can be by pupils on adults and by adults on pupils</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<ul style="list-style-type: none"> <li>Describes how the school works with all sections of its community to achieve a shared understanding of the nature of bullying and its different forms</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	

**School's responsibilities:**

<b>The school anti-bullying policy:</b>	<b>Yes</b>	<b>No</b>	<b>Action needed</b>
<ul style="list-style-type: none"> <li>Details and defines the school's legal responsibilities for preventing and tackling bullying – reference to Education Act 2002; Education and Inspections Act 2006: Equalities Act 2010</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<ul style="list-style-type: none"> <li>Details the school's responsibilities for taking action when bullying takes place outside of school</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<ul style="list-style-type: none"> <li>Refers to the responsibility of the school to consider reporting the bullying as a Child Protection and / or Criminal Law issue</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<ul style="list-style-type: none"> <li>References other related school policies – behaviour; equalities; child protection / safeguarding; safety; confidentiality; curriculum</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<ul style="list-style-type: none"> <li>Explains the specific responsibilities of governors, staff,</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	

pupils and parents in challenging bullying and is shared with supply teachers and support staff.			
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**Prevention: detailing what the school does to stop bullying taking place:**

<b>The school anti-bullying policy references how the school:</b>	<b>Yes</b>	<b>No</b>	<b>Action needed</b>
<ul style="list-style-type: none"> <li>Provides key messages to promote respectful relationships and positive behaviour</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<ul style="list-style-type: none"> <li>Promotes positive behaviour, and refers to the appropriate school's Rules / Code of Conduct</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<ul style="list-style-type: none"> <li>Helps pupils to understand what constitutes bullying in its different forms, its impact and the roles of those involved in bullying behaviour including bystanders</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<ul style="list-style-type: none"> <li>Helps to develop the personal, social and emotional skills that help protect pupils from bullying</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<ul style="list-style-type: none"> <li>Addresses online safety with its pupils and parents / carers</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<ul style="list-style-type: none"> <li>Provides supervision between lessons, at breaks and lunchtimes</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<ul style="list-style-type: none"> <li>Provides safe places for vulnerable groups at breaks and lunchtimes</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<ul style="list-style-type: none"> <li>Recognises and celebrates diversity</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<ul style="list-style-type: none"> <li>Has activities and events, including Anti-Bullying Week, that address bullying</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	

### Engaging parents / carers

The school works with parents/ carers to address their concerns about bullying so that they know:	Yes	No	Action needed
<ul style="list-style-type: none"> <li>Who to contact if they are worried</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<ul style="list-style-type: none"> <li>How to make a complaint if concerned that school has not effectively addressed bullying</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	

### Intervention: what school does when bullying takes place:

The school anti-bullying policy:	Yes	No	Action needed
<ul style="list-style-type: none"> <li>Identifies the procedures for pupils and parents / carers reporting bullying incidents</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<ul style="list-style-type: none"> <li>Acknowledges that the school will respond to bullying involving its pupils whether it has taken place in or outside of school</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<ul style="list-style-type: none"> <li>Identifies the strategies the school uses to respond to bullying incidents to protect and support those being bullied</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<ul style="list-style-type: none"> <li>Identifies the strategies the school uses to engage those who have bullied to acknowledge their responsibility, to recognize the harm caused and to support them to change their behavior</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<ul style="list-style-type: none"> <li>References how bullying incidents are recorded, and how those records are monitored</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	

<ul style="list-style-type: none"> <li>Provides details of how the school works with external agencies to address bullying behaviour</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<ul style="list-style-type: none"> <li>Details how the school will engage with parents / carers</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<ul style="list-style-type: none"> <li>Details how parents can express concerns and make a formal complaint when they feel the school has not acted appropriately to address bullying</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<ul style="list-style-type: none"> <li>Identifies how the school assesses the severity of the bullying and the range of disciplinary sanctions it can impose describes what the school expects of those who are bystanders and how the school will react where pupils fail to respond to protect those who are being bullied support</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	