



Castle View Academy
The best in everyone™

Anti-Bullying Policy

Responsibility: Vice Principal - Pastoral

Review Schedule: Annual

Reviewed: September 2025

Next Review: September 2026

Introduction

Castle View Academy is a caring, effective, safe and supportive community, offering equal opportunity and provision for everyone.

Bullying is *“behaviour by an individual or a group, repeated over time that intentionally hurts another individual either physically or emotionally”* (Department for Education “Preventing and Tackling Bullying”, July 2017).

Bullying can be a form of peer-on-peer abuse and can be emotionally abusive; it can cause severe and adverse effects on children’s emotional development. Bullying can include repeated incidents of: physical contact, intimidating or threatening behaviour, taunting, spreading of malicious gossip or rumours and intentionally excluding or isolating others.

This includes the same unacceptable behaviours expressed online, sometimes called online or cyberbullying. This can include: sending offensive, upsetting and inappropriate messages by phone, text, instant messenger, through gaming, websites, social media sites and apps, and sending offensive or degrading photos or videos.

Scope

Section 89 of the Education and Inspections Act 2006 states that maintained schools must have measures to encourage good behaviour and prevent all forms of bullying amongst students.

In addition, this policy has taken the following legislation into consideration:

- Equality Act 2010 – this act replaced previous anti-discrimination legislation regarding race, disability, and gender. The act also includes discrimination in terms of age, gender reassignment, pregnancy and maternity, religion or belief and sexual orientation;
- Education Act 2011 – this act covers cyberbullying and extends academy’s powers to search and delete, if necessary, inappropriate images on electronic devices and mobile phones;
- Keeping Children Safe in Education (KCSiE) 2025 – this is statutory guidance from the Department for Education and affirms that the academy’s policy should identify the different forms of bullying and reinforce that bullying in any form will not be tolerated. The policy should also be clear as to how victims of peer-on-peer abuse will be supported.

There are a number of pieces of legislation which set out measures and actions for academies in response to bullying, as well as criminal and civil law. These may include, but are not limited to:

- The Education and Inspection Act 2006, 2011
- The Equality Act 2010
- The Children Act 1989
- Protection from Harassment Act 1997
- The Malicious Communications Act 1988
- Public Order Act 1986



Aims

We believe that for everyone to benefit from our learning community, Castle View Academy should be a place where all stakeholders are made to feel welcome and comfortable and where everyone is treated with respect in an atmosphere free from intimidation. We believe that all children and young people have the right to protection from harm, neglect and abuse and that their wellbeing is of paramount importance.

It is the responsibility of the whole community, students and adults alike, to uphold the values of integrity, morality and concern for others. All members of the Castle View Academy community have the right to remain free from bullying or the fear of bullying. All members should feel free to be able to report any concerns related to bullying in the certain knowledge that those concerns will be listened to, and the matter investigated by those competent to do so. Those who report an incident of bullying or suspected bullying will be able to do so in safety. Castle View Academy recognises that bullying is wholly unacceptable in any form.

Implementation

The academy will:

- adopt a definition of bullying that is agreed across the academy and accepted across the local community;
- have a consistent approach to any bullying incidents that occur;
- raise awareness of bullying and promote positive relationships based on mutual respect;
- seek to involve all stakeholders in the implementation and monitoring of this policy;
- promote positive action to prevent bullying through the Spiritual, Moral, Social and Cultural (SMSC) programme and related activities;
- provide support for all members of the academy's community that may be involved in dealing with an incident of bullying;
- provide appropriate training for both staff and students to support the implementation of this policy across the academy;
- ensure fair treatment for all, regardless of age, culture, disability, gender, religion or sexuality, and encourage understanding and tolerance of different social, religious and cultural backgrounds.

Types of Bullying

There are various types of bullying, but most have three things in common:

- it is deliberately hurtful behaviour;
- it is repeated over time;
- there is an imbalance of power, which makes it hard for those being bullied to defend themselves.

There are various forms of bullying which include:

- Physical – e.g. hitting, kicking, taking belongings;
- Verbal – e.g. persistent name calling, insulting, remarks;
- Indirect – e.g. spreading malicious rumours, excluding individuals from social groups, family feuds brought into academy;
- Cyber – e.g. use of email, social networking sites, mobile phone messaging to spread rumours, make malicious comments.



Specific Types of Bullying

LGBTQ

Homophobic, bio-phobic and transphobic (HBT) bullying occurs when bullying is motivated by prejudice against people who identify as or who are perceived to be, lesbian, gay, bisexual or transgender. HBT bullying can be hard to identify because it may be going on in secret. Students affected by it may not want to tell anyone about it in case teachers, staff or other adults assume they are LGBTQ.

At Castle View Academy, and in line with all our policies and academy ethos, inclusivity is paramount. Language or behaviours that are derogatory or single people out due to their sexuality, will not be tolerated.

Generally, HBT bullying looks like other sorts of bullying, but it can include:

- Verbal abuse – including spreading rumours that someone is gay, suggesting that something or someone is inferior and so they are ‘gay’, for example: “You’re such a gay boy” or “Those trainers are so gay”;
- Physical abuse – including hitting, punching, kicking, sexual assault and threatening behaviour;
- Cyberbullying – using online spaces to spread rumours about someone or exclude them. It can also include text messaging, videos and/or picture messaging.

Cyberbullying

When responding to cyberbullying concerns, the academy will:

- act as soon as an incident has been reported or identified;
- provide appropriate support for the person who has been cyberbullied and work with the person who has carried out the bullying to ensure that it does not happen again;
- Encourage the person being bullied to keep any evidence, including screenshots, of the bullying activity to assist any investigation;
- take all available steps, where possible, to identify the person responsible. This may include:
 - looking at use of the academy systems;
 - identifying and interviewing possible witnesses;
 - contacting the service provider and the police, if necessary;
- Work with the individuals and online service providers to prevent the incident from spreading and assist in removing offensive or upsetting material from circulation. This may include:
 - support reports to a service provider to remove content if those involved are unable to be identified or if those involved refuse to or are unable to delete content;
 - confiscating and searching students’ electronic devices, such as mobile phones, in accordance with the law and also the academy Behaviour for Learning policy. The academy will follow guidance from the the Department for Education ‘Searching, screening and confiscation at academy’ and Childnet cyberbullying guidance to ensure that the academy’s powers are used proportionately and lawfully;



- requesting the deletion of locally held content and content posted online if they contravene academy behavioural policies;
- ensure that sanctions are applied to the person responsible for the cyberbullying; the academy will take steps to change the attitude and behaviour of the bully, as well as ensuring access to any additional help that they may need;
- inform the police if a criminal offence has been committed;
- provide information to staff and students regarding steps they can take to protect themselves online. This may include:
 - advising those targeted not to retaliate or reply;
 - providing advice on blocking or removing people from contact lists;
 - helping those involved to think carefully about what private information they may have in the public domain.

Special Education Needs (SEN, Disabilities and Medical Conditions)

Students with SEN or those with disabilities or medical conditions are potentially more at risk of bullying than their peers. Castle View Academy is committed to ensuring discrimination or bullying due to disability or medical issues is dealt with robustly.

Race, Culture and Religion

Castle View Academy recognises that students should not experience bullying due to their race, culture or religion. The academy is also aware that outside influences i.e., social, political and media issues could be a potential trigger for instances of bullying. Therefore, the academy will continue to instil the highest values of tolerance and acceptance of all, regardless of race, culture or beliefs. The academy will utilise information under the 'Prevent' programme and Personal, Social, Health, Education (PSHE) and tutor activities to inform and challenge students beliefs.

Home Circumstances

Home circumstances cover several situations that students may find themselves having to cope with. It can include the following:

- students not living with birth parents i.e. looked after children (LAC);
- students living in challenging home circumstances;
- students acting as a carer for a family member;
- students experiencing bereavement;
- students experiencing change as part of a refugee family.

The examples above are not an exhaustive list but highlight some of the issues students can face that may lead to them experiencing bullying. Castle View Academy will remain vigilant regarding students who are experiencing issues in their home setting as part of the academy's safeguarding measures.

Sexting and Up Skirting

Sexting can be defined as images or videos that are of a sexual nature or are indecent. These images are sometimes shared between young people and/or adults via a mobile phone, computer, tablets or websites with people they may not even know. Castle View Academy's Designated Safeguarding Lead (DSL) would be informed of any disclosure of sexting and ensure the appropriate agencies are involved as and when required.



As stated in KCSiE 2025, up skirting is now a criminal offence under the Voyeurism (Offences) Act 2019. It can be defined as someone taking a picture under another person's clothing, not necessarily a skirt, without their permission or knowledge. The purpose being to obtain sexual gratification and/or to cause alarm or humiliation. Anyone of any gender can be a victim of up skirting. Any concerns or disclosures of this type made by students to staff will immediately be communicated to Castle View Academy's DSL(s).

Practical Steps to Preventing Bullying

- Be alert to the possibility of bullying taking place;
- Ensure that any action taken contributes to the development of the academy ethos that encourages non-bullying behaviour and views bullying as unacceptable;
- Publicise this Anti-Bullying Policy to students, parents and carers to enlist their support;
- Seek to bring about the situation in which children themselves actively discourage bullying and view reporting incidents of bullying as being responsible rather than as "telling tales";
- Ensure that students are not left unattended in classrooms;
- Ensure that the relationships between teachers and students are characterised by mutual respect and trust so that students feel able to tell teachers if they are bullied;
- Ensure that staff model non-bullying behaviour, making sure that methods of teaching and control do not endorse bullying tactics;
- Ensure that there is an emphasis on praising appropriate behaviour rather than on the use of sanctions;
- Ensure arrival times for class are adhered to by staff;
- Encourage students to participate in the management of classes and the academy through Student Voice or the Character in Education co-ordinator;
- Take positive steps to improve the self-confidence, self-esteem and social skills of both the victim and perpetrator of the bullying involved in bullying;
- If in doubt, seek support from any teacher or adult at the academy who could include a Year Leader, the academy's pastoral team or a member of the Senior Leadership Team.
- Conduct anti-bullying assemblies and workshops;
- Create anti-bullying displays in the academy including information and support details.

Procedures for Dealing with Bullying

- Bullying may be dealt with individually or within a class group. This will be decided by the member of staff involved. In cases that present particular difficulties or complications, the Vice Principal should be informed immediately in the first instance and where appropriate the Principal;
- All students must be listened to, and all allegations of bullying investigated and recorded in the pastoral CPOMS management system for the relevant students. Students should be made aware that this recording will take place;
- All instances of suspected bullying will be recorded whether during lesson time, lesson change over, in the playground or beyond academy hours;



- The incident, those involved and the action taken will be recorded by the person who initially dealt with the incident;
- All parties should give written accounts of the incident on a student statement form;
- Use of CCTV cameras for evidence purposes;
- Parents and carers of all parties will be informed by telephone or in writing;
- If a student is injured, they must be seen by a qualified First Aider for assessment of injury and treatment. Details of the injury must be recorded and the parents or carers must be informed immediately by the academy;
- If there are repeated incidents, parents or carers may be invited to meet with the student's Year Leader and/or in serious cases, a member of the Senior Leadership Team or the Principal to discuss support strategies for both victim and bully;
- strategies put in place may include an Individual Education Plan, Student Passport, Report Card or a referral to the Social, Emotional and Mental Health (SEMH) team;
- if bullying persists, the Educational Social Worker and/or Education Psychologist should be informed prior to enforcing a fixed-term suspension;
- Portsmouth City Council will be notified of all racial incidents;
- in severe cases, a student who is persistently threatening the safety and education of others and who has not responded to the strategies put in place may be permanently excluded from the academy. This will be at the discretion of the Principal;
- The Senior Leadership Team supports all staff in dealing with bullying, should it occur, and facilitate staff training and development. This will be acted upon and developed through the academy audit and form part of the Castle View Academy development plan if deemed necessary.

Confidentiality

Castle View Academy staff cannot promise confidentiality if approached by a student for help. Staff must make this clear to students. Safeguarding procedures must be followed when any disclosures are made. It is very rare for a student to request absolute confidentiality. If they do, in situations other than those involving child protection issues, staff must make a careful judgement whether or not a third party needs to be informed. This judgement will be based upon:

- the seriousness of the situation and the degree of harm that the student may be experiencing;
- the student's age, maturity and competence to make their own decisions.

Where it is clear that a student would benefit from the involvement of a third party, staff should seek consent of the student to do so. If appropriate, staff might inform the third party together with the student. Unless clearly inappropriate, students will always be encouraged to talk to their parent or carer. An underlying principle in supporting students in our academy is that all children are listened to sensitively and objectively and all incidences of bullying will be taken seriously.

Effects of Bullying

The lives of students who are bullied are made miserable, they may suffer injury, they may attend the academy erratically, they may lose self-confidence, they are likely to underachieve



educationally and socially. Many of the outward signs of bullying can be the same as other indicators of abuse such as:

- non-accidental injuries, including self-harm;
- low self-esteem, unhappiness, fear, distress or anxiety.

If unchecked, others may come to see bullying behaviour as acceptable within the academy. It is not unknown for victims to become bullies of younger or more vulnerable students than themselves. Bullying can, and frequently does, have long term effects on victims which may affect their adult lives.

Mental Health Focus

At Castle View Academy, the importance of good mental health and students' well-being is a top priority and it is imperative that we counteract the effects that bullying can have on student's mental health. A student who feels in a distressed state due to past experiences of bullying will be offered one to one sessions with our trained Emotional Literacy Support Assistant (ELSA) or the Portsmouth Mental Health Support Teams.

The academy is also committed to changing the mindset of the bully by following an ethos of working on how to increase desired behaviours through teaching and encouragement, rather than trying to decrease behaviours through punishments and disapproval. It is easier to teach and encourage new skills than to remove existing ones.

Responsibilities

It is the responsibility of:

- the Principal to communicate this policy to the academy community, to ensure that disciplinary measures are applied fairly, consistently and reasonably, and that a member of the senior leadership team has been identified to take overall responsibility;
- Governors to take a lead role in monitoring and reviewing this policy;
- all staff, including: governors, senior leadership, teaching and non-teaching staff, to support, uphold and implement this policy accordingly;
- parents and carers to support their children and work in partnership with the academy;
- students to abide by this policy.

Role of Parents and Carers

Castle View Academy will ensure that a robust stance regarding bullying is made clear to parents and carers through constant parental communication. Parents and carers should be encouraged to inform academy staff of any concerns or suspicions they have regarding bullying incidents. Parents and carers will be encouraged to inform their child's tutor or Year Leader at the earliest opportunity should they notice any unexplained change of behaviour in their child, or if information about bullying becomes known. This can be done by direct email, email addresses available on the academy's website, or by telephoning the academy reception.



Role of Staff

Staff need to recognise that bullying is an academy-wide responsibility and can involve staff being bullied just as much as students. Anyone, staff or student, can be a victim of bullying or a perpetrator. There needs to be awareness that there will be incidents of bullying, and as soon as any member of staff becomes aware, it is their duty to respond appropriately. Not to respond is to condone. In all dealings with students, staff will want to emphasise the importance of respecting feelings and emotions of others.

Role of Students

Students at Castle View Academy need to understand what bullying is, its causes, affects and methods of prevention.

Students will be taught to accept that they have a duty to themselves and others in preventing bullying and that staff as well as students can be victims of bullying. Students have a vital role in the prevention of bullying. Action must be taken by drawing the attention of an adult in the academy to anything, which, from the student's point of view, may give the opportunity for bullying to occur. Students are taught that those who tolerate bullying are supporting them. Students are taught that positive action from peers can discourage bullying.

Monitoring and Review

This Anti-Bullying Policy will be reviewed annually, and its implementation and effectiveness will be assessed. The policy will be promoted and implemented throughout Castle View Academy.

Additional Information

Additional information and support can be found on the following websites:

<https://www.childline.org.uk/> - support for victims

<https://www.nspcc.org.uk/> - support for parents, carers and families

<https://www.nationalbullyinghelpline.co.uk/> - support for parents, carers and families