



Lumen Learning Trust

Learning together for a brighter future

Anti-Bullying Policy

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REVIEW DATE Biennial	6th November 2027		
SIGNED DEPUTY EXECUTIVE PRINCIPAL	Sarah Kober 	DATE	06/11/2025
SIGNED CHAIR OF DIRECTORS	Jo Roberts 	DATE	06/11/2025

Introduction

Lumen Learning Trust puts the children's needs at the heart of its provision. Our whole school community is committed to enabling the children to become successful lifelong learners and happy, fulfilled adults who can make positive choices about their future.

The Lumen Learning Trust does not tolerate bullying of any kind. We believe that children have the right to learn in a supportive, caring and safe environment without fear of being bullied. This policy has been developed through the establishment of a working party consisting of teaching staff, support staff, governors, children and parents.

Aims and objectives

The aim of this policy is to ensure that pupils learn in a supportive, caring and safe environment without fear of being bullied.

Objectives:

- To raise awareness of bullying.
- To prevent acts of bullying through PSHE, assemblies and other curriculum areas.
- To ensure a consistent response to bullying incidents.
- To support all community members who may be involved in bullying incidents.
- To develop a supportive home, school and community partnership.
- To support children to be successful in their role as members of the Lumen and specific school community and as citizens of modern Britain.

Definition of bullying

Bullying is defined as deliberately hurtful behaviour, repeated over a period of time, where it is difficult for those being bullied to defend themselves. Bullying is deliberate and intentional, it is not a mistake. The main types of bullying are:

- Physical (hitting, kicking, theft)
- Verbal (name calling, discriminatory remarks, unwanted comments)
- Indirect (spreading rumours, excluding someone from social groups)
- Cyber (the use of Information and Communications Technology such as mobile phones and the internet to deliberately upset someone else)

What does it mean to be part of the Lumen family and a citizen of modern Britain?

As part of the Lumen family we believe that everyone should be treated equally. Even if you do not know someone, or are not their particular friend, you should be kind and helpful to them. We would expect the same of anyone we met outside school in our day to day lives.

Every school in the Lumen Learning Trust involves children in the setting of school specific approaches. This may be via school council or another similar body.

Roles and responsibilities

All members of staff are trained in restorative approaches and are expected to use these skills to manage incidents sensitively. The children are made aware that all staff are available to help and that asking for help is the right thing to do, it is not right to take matters into your own hands as this can lead to escalation of an incident rather than a de-escalation. Any incident of bullying that occurs away from the classroom – such as on the playground or in the lunch hall - must be shared with the class teacher. Class teachers have a responsibility for dealing with bullying incidents involving any children in their class. If concerns remain they should be shared with the head teacher or member of the Senior Leadership Team.

All members of staff are expected to teach about faith, culture and traditions that reflect the make-up of modern Britain so that all children have the knowledge and understanding to enable them to learn and work

alongside others effectively. Where parental views are expressed to the contrary of this expectation, staff must pass the information to a member of the SLT who will make contact with the parent to gain insight into their view and to challenge prejudice.

Procedures for reporting and responding to bullying

- If bullying is suspected or reported, the incident will be dealt with immediately by the member of staff who has been approached.
- A clear account of the incident will be recorded and given to a member of the senior leadership team. The senior leader will look into accounts from all concerned and record the incident.
- All information will be shared with the class teacher.
- The families of both parties will be informed of the incident.
- A restorative justice approach may be used to help the victim of bullying and to help the perpetrator to understand the impact of their bullying behaviour.
- Sanctions will be used as appropriate and in consultation with all parties concerned and in line with the Lumen Learning Trust's Behaviour Management Policy.
- Behaviour that causes particular concern must always be considered through a safeguarding lens and as such, will be reported to and discussed with one of the school's DSLs who may feel it appropriate to refer to children's services. Please refer to Lumen's Child Protection Policy for more information.
- An individual school cannot deal with incidents of alleged cyber-bullying that occur outside of school. However, if families have concerns about this kind of bullying they are encouraged to screen-shot and print off any offending material and to discuss concerns with a member of the leadership team.

Strategies for the prevention and reduction of bullying

- Preventative work on bullying will take place in PSHE lessons, assemblies and in other areas of the curriculum.
- Each individual school will have a forum for discussing bullying (such as school council) and how children can help to prevent it.
- Children will be encouraged to tell an adult if they are being bullied or if they suspect someone else is.
- Families may be offered the opportunity to attend workshops on cyber-bullying.
- Annual questionnaires may be sent to families and children asking for their views on bullying.
- New parents will be sent guidance on what to do if they are concerned that their child is being bullied.
- Families will be able to access the anti-bullying policy.

Racist, homophobic, transphobic, sexist and discriminatory behaviour, bullying, acts of physical harm or threat of physical harm, any threat to the well-being of another.

When a serious allegation is made and it is not clear whether or not the incident actually happened as reported, or who was responsible for causing the harm as reported, it is the responsibility of the leadership team to look into the matter. This may be done by taking accounts of the incident from whomever was present – adults as well as children. Once the accounts are taken and in the absence of anyone 'owning' the responsibility for the harm caused, the leadership team will decide, using the balance of probability methodology, whether the incident did take place as per the allegation and, if so, who was responsible. At that point they will record the incident in the relevant logs. The child responsible will be fully involved in the process and guidance will be given to show them why their remarks or actions have been damaging. Families will be informed and asked to support the school in challenging unwanted behaviours.

There are clear sanctions in place, which senior leadership teams can use in response to the information they have. These include conversations with senior leaders, missing playtimes, internal exclusions, suspensions and permanent exclusions. Further learning for the individual will also be considered and this may be provided in school through the class teacher or ELSA (Emotional Literacy Support Assistant). If a wider learning opportunity is needed, to include family members for example, the HSLW (Home School Link Worker) may undertake this work. External agency referrals may also be made if needed.

Any retaliation is unacceptable. Verbal or physical responses to disagreements or aggression will be appropriately sanctioned.

Adult racist, homophobic, transphobic, sexist and discriminatory behaviour in the school grounds

It is an expectation that adults treat one another with respect and courtesy whilst on the school site. This is an important part of modelling the behaviour we expect from children. If an adult experiences discriminatory behaviour of any kind it is an expectation that they report the incident to a member of the Senior Leadership Team.

Adults are reminded that the Local Governing Body has the authority to ban any person from the school site for a period of time should it be deemed necessary.

Who decides if a comment is racist, sexist or discriminatory?

Any comment made which causes significant offence will be treated as discriminatory.

Procedures for monitoring, evaluation and review

In the event that a family wish to raise a concern about possible bullying, or how an allegation of bullying has been looked into, they may raise this with the senior leadership team including the Headteacher. If a family is unhappy about the way a case is managed, once they have met with the Headteacher, they may follow the complaints procedure by making contact with the Executive Principal.