

## Action planning for academic year 2022 - 2023

Question	Action to achieve goal	By whom?	Time frame	Complete?	Review
1.2) We have a school governor who leads on anti-bullying activity and monitors school action in this area	Assign our Chair of Governors (Paul Critchley) to take on this role and monitor the school's efforts in eradicating bullying.	Mr Reeve-Hayes	Short term	Yes	Paul Critchley, Chair of Governors and Safeguarding Governor, has agreed to take on the role, monitor the effectiveness of the school.
1.5) We monitor pupil absence for indication of bullying	Deputy Headteacher to receive weekly summaries of the reasons for absence for the school to identify patterns.	Mrs Venables	Short term	Yes	Office staff provide a summary of reasons for absence across the school to identify if bullying is a contributing factor.
1.6) The school has an anti-bullying action plan that is regularly reviewed and updated	Creation of Anti-Bullying Action Plan.	Mr Reeve-Hayes	Short term	Yes	Action Plan has been created and shared with staff.
1.7) Pupils are supported to be actively involved in anti-bullying initiatives (e.g. including awareness raising, peer support)	Utilisation of the school's 5C Champions as Anti-Bullying Champions to enable pupils to offer peer support and championing of the cause.	Mr Reeve-Hayes	Medium term	Partially	Hillcrest 5C Champions have been briefed and discussed ways they can help other pupils via School Council meetings.  All Key Stage 2 pupils now trained to be Active Bystanders
2.2) The policy is easy to understand for pupils, parents and staff	Evaluate the accessibility of the Anti-Bullying Policy, ensuring ease of reading for all.	Mr Reeve-Hayes & Mrs Wardle	Short term	Partially	Not yet complete  Policy assessed as a Flesch-Kincaid Score of 57 (people with a reading ability lower than high school may find it difficult to read) Infographics created to share simplified information sent to parents.



2.3) The policy has a clear definition of bullying that is understood by all members of the school community	Although the policy contains a definition that the pupils have been involved in creating, posters to publicise this are to be created.	Mr Reeve-Hayes	Short term	Yes	Posters are displayed around the school and school's United Against Bullying page of the website. <a href="https://www.hillcrest.norfolk.sch.uk/title=United+Against+Bullying&amp;pid=200&amp;acti">https://www.hillcrest.norfolk.sch.uk/title=United+Against+Bullying&amp;pid=200&amp;acti</a>
2.4) The policy states that bullying is never acceptable behaviour and sets clear expectations about how all pupils, staff and parents should treat each other	Publicise the fact that bullying is not acceptable on the definition posters.	Mr Reeve-Hayes	Short term	Yes	Posters are displayed around the school and school's United Against Bullying page of the website. <a href="https://www.hillcrest.norfolk.sch.uk/title=United+Against+Bullying&amp;pid=200&amp;acti">https://www.hillcrest.norfolk.sch.uk/title=United+Against+Bullying&amp;pid=200&amp;acti</a>
2.6) The policy references action to prevent and respond to bullying outside of school (e.g. online bullying, journeys to and from school)	Publicise the fact that bullying outside of school will be dealt with on the definition posters.	Mr Reeve-Hayes	Short term	Yes	Posters created to remind pupils that bullying and to or from school will be dealt with in sch
2.7) The policy includes strategies to prevent bullying and typical response strategies (including for home-to-school transport and online bullying)	Amend policy to included specific measures to support victims such as transport, closer supervision and dedicated safe spaces.	Mr Reeve-Hayes & Mrs Wardle	Medium term	Yes	Policy updated

2.9) The policy includes a range of methods by which pupils and parents can report bullying (including a named contact)	Amend policy to specifically name adults who can be contacted.	Mr Reeve-Hayes & Mrs Wardle	Medium term	Yes	Policy updated to include names of dedicate including 3 members of SLT (1 of whom is the Mental Health Lead) and 1 Mental Health Fir
2.10) The policy is available in school and on the school website. It is also communicated via numerous means to pupils, staff and parents at least annually	Share policy with parents via mini infographics in half termly newsletters from the Headteacher.	Mr Reeve-Hayes	Short term	Yes	Not yet complete Infographics created to share simplified information sent to parents.
3.2) There are a range of methods to report bullying that meet the needs of all pupils	Creation of a dedicated email address/button on the website for pupils to report bullying. Additional Worry Boxes to be purchased for the i Building.	Mr Reeve-Hayes	Short term	Yes	Dedicated Microsoft Form available on the s website via link or QR code. Additional Worr have also been purchased for the KS2 buildir have been publicised in an assembly.
3.3) Recording system for bullying includes action taken, outcomes and review dates	Review dates added to bullying reports to ensure pupils are followed up with.	All staff	Long term	Yes	Not yet complete CPOMS recording form updated to include review dates
3.4) All school staff, pupils and parents and carers know how to report bullying and are encouraged to report bullying behaviour	Creation of a dedicated email address/button on the website for pupils to report bullying. Additional Worry Boxes to be purchased for the i Building.	Mr Reeve-Hayes	Short term	Yes	Dedicated Microsoft Form available on the s website via link or QR code. Additional Worr have also been purchased for the KS2 buildir have been publicised in an assembly.

4.1) Anti-Bullying Week takes place each year and pupils support the planning and delivery of it	Use of the School Council to allow pupils democratically vote on how the school marks Anti-Bullying Week each year.	Mr Reeve-Hayes	Long term	Partially	Anti-Bullying Week is observed. Now need t pupils in decision making around it.
4.4) All pupils, school staff and parents and carers feel equally valued, welcome and included in school and this is established through regular collections of evidence and data	Parental and Pupil Voice sought to assess how approachable and accessible the school is to all groups of the community.	Mr Reeve-Hayes	Medium term	Partially	Not yet complete
					
4.6) We work actively to prevent discriminatory language and challenge it when it is heard in all its forms (including disablist language)	Train Staff on the dangers of sexist language and misogyny. Train staff on the Bystander Programme. Pupils to have access to Bystander Programme lessons.	Mr Reeve-Hayes & Teachers	Short term	Yes	All staff trained on the dangers of sexist langi and misogyny. Train staff on the Bystander Programme. KS2 Pupils have access to Bystar Programme lessons on how to be an Active Bystander in cases of bullying and harassmer
4.7) The school has implemented strategies to encourage peer-to-peer support / defenders	Utilisation of the school's 5C Champions as Anti-Bullying Champions to offer peer support and championing of the cause. Pupils to have access to Bystander Programme lessons.	Mr Reeve-Hayes & Mrs Wardle	Short term	Partially	Hillcrest 5C Champions have been briefed ar discuss ways they can help other pupils via c School Council meetings. Staff have been tre and pupils have access to Bystander Progran lessons.

School has signed up to the surveying platform, Bounce Together, to be able to survey parents and pupils with various wellbeing questionnaires, including useful analysis of data.

5.1) The school uses a range of interventions to respond to bullying – including work with the wider peer group	Adaptation of the Behaviour Policy to reinforce the Restorative Approaches of the school. Utilisation of the school's 5C Champions to offer peer support and championing of the cause.	Mrs Wardle	Short term	Partially	One of the Senior Teachers is completing an Developing Behaviour & Culture. They are developing Restorative Approaches in the n Behaviour policy, though not yet complete.
5.2) There is a system in place to ensure that all reported incidents of bullying are taken seriously and acted upon quickly	Implement the 3-step response to bullying framework, including it in policies.	Mrs Wardle & Mr Reeve-Hayes	Medium term	Yes	3-step response to bullying framework added policy and utilised in approach.
5.4) Responses to bullying include SMART (specific, measurable, achievable, realistic and time bonded) outcomes	Implement SMART targets in relation to formally responding to bullying incidents. Inclusion of this approach in the Anti-Bullying & Behaviour policies.	Mr Reeve-Hayes & Mrs Wardle	Medium term	No	Not yet complete
5.5) The school seeks to learn from each incident and, where necessary, improve practice	Termly reviews of the bullying incidents collected in CPOMS, including how issues were dealt with, discussing with DSLs in monthly safeguarding meetings, reporting to governors.	Mr Reeve-Hayes & DSLs	Medium term	Yes	Bullying figures/ resolutions added to Month safeguarding figures report that are shared with and governors.



5.6) Response strategies are regularly reviewed and amended with pupils and parent/carer involvement	Set up an Anti-Bullying Working Group, including staff, pupil and parents, to regularly review approaches to bullying incidents.	Mr Reeve-Hayes & Mrs Wardle	Long term	Partially	Not yet complete
					
6.2) All new school staff undergo anti-bullying training as part of their induction	All new staff to complete ABA online training for Anti-Bullying. Existing staff to be trained in the above. Anti-Bullying CPD to be added to timetable.	Mr Reeve-Hayes	Medium term	Yes	ABA online training for Anti-Bullying added to Induction Checklist. Still to have existing staff complete.
					
6.3) All school staff have access to resources and new developments in anti-bullying practice	Anti-Bullying to act as regular focus for internal Safeguarding Updates for staff.	Mr Reeve-Hayes	Short term	Yes	Anti-Bullying added to Safeguarding update
					
6.4) All school staff understand the law relating to bullying, know when it is a safeguarding issue and know how to escalate a concern	Access ABA legal briefing. Access ABA Free CPD online training: Module 2 (bullying and the law). Share information with staff in Safeguarding Updates.	Mr Reeve-Hayes	Short term	Yes	Not yet complete
					
<p>Deputy Headteacher has commenced the Senior Mental Health Lead training.</p> <p>Safeguarding Update created and shared with all staff.</p> <p>Teaching staff have completed Module 2 Bullying and the Law.</p>					

7.1 SEND	Staff to complete ABA free CPD Anti-Bullying e-learning (Bullying and SEND & Reducing Disablist Bullying, the Equality Act and Schools' Duties).	Mr Reeve-Hayes & Mrs White	Medium term <b>Partially</b>	Not yet complete	 <p>Teaching staff are scheduled to complete Module 8 on 3.7.23. Now need to extend to all staff.</p>
7.5 Looked after Children	Staff to receive training on the journeys of LAC and PLAC pupils, including reasons why a child may be in care; additional challenges they face; how this can affect them and how we can support them.	Mrs White	Medium term <b>Partially</b>	Not yet complete	 <p>SENDCo planning on training for staff.</p>
7.6 Young carers	Staff to access short free ABA online training: Young Carers & Bullying.	Mrs White	Long term <b>Partially</b>	Not yet complete	 <p>Teaching staff are scheduled to complete Module 9 on 10.7.23. Now need to extend to all staff.</p>
7.7 Mental health	Staff to access short free ABA online training: Mental Health & Bullying.	Mr Reeve-Hayes	Medium term <b>Partially</b>	Not yet complete	 <p>Teaching staff are scheduled to complete Module 14 on 17.7.23. Now need to extend to all staff.</p>