

Local Procedure Title	Anti Bullying
Service	Tor View School
ACS Policy number and title	ACS 03 Anti Bullying
Local Procedure template reference	ACS LP 03
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Local Procedure Author(s)	Nicole Statton
Local Procedure Ratification	Checked and Approved by: Nicola Cutler

1. How is information about preventing bullying communicated to children and young people?

At Tor View School, we have many ways in which we communicate anti bullying. Our children learn about this through our PSHE curriculum, during social groups, anti-bullying themed weeks and explicit teaching of vocabulary in Literacy sessions.

Resources and materials are adapted to meet learner’s communication needs, and all children take part in daily Zones of Regulation activities, encouraging children to name their feelings and ask for help when needed.

Learners share their own voices through social groups and have key trusted adults they work with and feel at ease with.

Online safety is an integral part of our PSHE curriculum which teaches our young people the importance of E Safety and processes to follow when feeling unsafe.

2. How are records of bullying and interventions taken to prevent and manage them maintained, and who does this? How are incidents of bullying monitored?

Our primary recording system for behaviour incidents is MiS Engage. The staff member involved in the incident would record on this platform and it would be discussed with the wider school team during our daily briefing.

CPOMs is used to record bullying incidents, including peer on peer bullying. Actions are recorded to show what has taken place to further prevent reoccurrence.

SLT and the Safeguarding team regularly monitor and action these. Incidents are discussed during our weekly SLT meetings.

When needed, staff use Solution Circles, a tool involving the class and MDT teams to create actions to prevent incidents such as bullying taking place

Additionally, SLT report to the Regional Director during termly governance.

1. How is information about preventing bullying communicated to colleagues?

SLT ensure that robust systems are in place for monitoring incidents of bullying and reflecting on responses and management interventions to ensure that responses are consistently adequate and effective, and that as relevant, learning is shared with colleague teams and children and young people.

SLT ensure that colleagues complete training in relation to recognising and anti-bullying which is appropriate to their role and responsibilities, and which includes awareness of the risk and management of cyber-bullying. This forms part of the induction process at Tor View as well as completing all the mandatory E-learning.

Staff are made aware of the definition of bullying and what falls into this category.

2. How are debriefs with children and young people facilitated and recorded following incidents of bullying or suspected bullying?

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Guided discussions are carried out after incidents with a key trusted adult. These are recorded and shared with the necessary staff. Any actions will be added to CPOMs logs and Risk Assessments will be updated.
If appropriate, restorative conversations with the young people will be

Local Procedure Review History:

Date Reviewed	Reviewer	Summary of revisions

Local Procedure Template