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# ANTI-BULLYING POLICY

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## **INTRODUCTION**

Staff, students and visitors have the right to live work and learn in an atmosphere that is free from harassment and fear. The safety and welfare of our students and staff is of the utmost importance and bullying of any kind is never accepted. All bullying is unacceptable, regardless of its form or which excuses are given to justify it. We promote mutual respect and tolerance. We support any one who feels they are experiencing bullying to resolve the situation and remove the behaviour.

## **PURPOSE**

- To ensure a secure and happy environment, free from threat, harassment, discrimination or any type of bullying behaviour
- To ensure a consistent approach to preventing, challenging and responding to incidents of bullying
- To outline the commitment of the College to continuously improve ways we address bullying

## **SCOPE**

This Policy applies to all students, full and part-time, enrolled at the College, staff and users of the provision at the College. It applies to student behaviour in all College related activities, on or off site. It forms part of the College's commitment to the safeguarding of adults and young people.

## **RELATED POLICIES**

This policy should be read in conjunction with the following:

Safeguarding

Student Behaviour

Compliments, Comments and Complaints

Equality and Diversity

Online Safety

Health & Safety

Medical Needs

Staff Code of Conduct

Whistle Blowing

## DEFINITION

*There is no legal definition of bullying. Bullying is a use of power and behaviour by an individual or group, usually repeated over time, that intentionally hurts another individual or group either physically or emotionally. Bullying can be short term or happen over long periods of time. Bullying is anti-social behaviour that is never acceptable.*

Bullying can be :

- Emotional
- Physical
- Racial
- Sexual
- Homophobic
- Transphobic
- Faith-based
- Direct or indirect
- Online
- Related to social economic status.

Bullying can take place anywhere and may be related to

- Race
- Religion
- Culture
- SEN or disability
- Appearance or health condition
- Disability
- Home circumstances
- Sexual orientation
- Gender

## RESPONSIBILITIES

It is the responsibility of everyone working or studying at The Park College to promote mutual respect, fairness and equality. Everyone should understand the issues around bullying, be aware of signs to look out for and know how to manage any incidents of bullying.

### **The Park College Directors**

- review the Anti-bullying policy and its implementation
- receive termly reports on incidences of bullying and subsequent actions taken through safeguarding monitoring procedures

### **The senior management team (SMT)**

- monitor the implementation and effectiveness of our anti-bullying policy and procedures
- review this policy every year to make sure it is effective and up to date

#### **The Park College Principal**

- ensures all staff are aware of this policy and related documentation
- ensures a suitable approach to the prevention and tackling of bullying is in place at the college
- reviews all logged incidents and takes any necessary actions
- ensures effective communication with parents/carers is maintained with parents/carers
- reports on incidences of bullying and subsequent actions taken as part of regular monitoring by The Park College directors

#### **All staff**

- ensure they are familiar with this policy and adhere to all relevant procedures
- always promote respect
- use college wide systems to report all incidents of bullying
- support all students directly

#### **All students**

- develop an understanding of what bullying is
- know what to do if they are worried someone is being bullied
- know what to do if they are being bullied.

### **BULLIES AND VICTIMS**

Bullying takes place where there is an imbalance of power of bully over a victim.

Staff must remain vigilant about bullying and approach this in the same way as any other category of safeguarding.

Students may not be aware or be able to articulate that they are being bullied. Staff should be able to identify students who may be vulnerable and who could fall victim to bullying as well as those who may demonstrate bullying behaviour.

Bullying hurts. No one deserves to be a victim of bullying. Bullying has the potential to damage a person's mental health. Everybody has the right to be treated with respect. People who are demonstrating bullying behaviour need to learn different ways of behaving.

### **SIGNS AND SYMPTOMS**

A person may indicate by signs or behaviour that he or she is being bullied.

Adults should be aware of all possible signs and should always report concerns immediately. There is no exhaustive list of behaviours that can indicate bullying but bullying should always be considered as a possibility when there are concerns about a student. .

Student safety is monitored through regular student questionnaires, parent/carer surveys and direct interaction between college staff, students and their families.

### PROCEDURE

Where bullying does occur, students and parents/carers are encouraged to report it. All reports will be followed up. The Park College Principal:

- operates a reporting and recording procedure
- deals with all reports speedily, fairly and positively
- takes account of the evidence and all views
- provides anonymity for the victim whenever possible
- offers advice and support to the victim
- offers advice and support to the person/s demonstrating bullying behaviour, in order to support them to change their behaviour
- ensures that all involved are kept informed
- responds to bullying behaviours in line with The Park College Student Behaviour Policy.

When necessary the Principal will inform other key college staff and relevant external agencies.

### PREVENTING BULLYING

The Park College training programmes teaches students to:

- understand what bullying is
- recognises signs of bullying
- know what to do if they are being bullied
- know what to do if they think someone else is being bullied.

Students develop this understanding through direct instruction in the **Social Communication in the Workplace** curriculum.

Staff actively encourage students to respect themselves, each other and their environment. Staff regularly discuss bullying and develop students' confidence to discuss bullying. Expectations of behaviour are regularly reinforced. Staff remain alert to the dynamics between students.

Staff record and report every incidence of bullying.

Racist, sexual or homophobic bullying, and bullying related to religious belief or creed, must be reported directly to the Principal and the Designated Safeguarding Lead (DSL).

Incidents involving an immediate threat to the safety of a student should also be reported directly to the Principal.

All staff have a responsibility to report general incidences of suspected bullying on a behaviour incident form.

Confirmed cases of bullying must be recorded and monitored by the Principal. All incidents of bullying will be discussed with all relevant staff and parents/carers of the students involved, in

**Commented [PL1]:** Is this part of the College training programmes?



order to ensure that the incident is resolved positively and that vigilance against further bullying is maintained.

Incidents of bullying, as with other behavioural incidents, will be reported to the College Directors and members of the Board on a termly basis, unless the incident is of such a level that requires the immediate involvement of the Directors.

**STRATEGIES AND SUPPORT**

Staff will implement suitable responses to bullying behaviour and deploy strategies to change the behaviour so that bullying does not recur. Responses to bullying are in line with The Park College Student Behaviour Policy.

Where criminal behaviour is suspected or confirmed to have occurred as part of the bullying incident, the Police will be informed.

A range of support will be on offer and may include:

- Mediation
- Peer support systems
- Direct teaching
- Work with parents and carers
- Work with relevant outside agencies.

**WORKING WITH PARENTS/CARERS**

We are always happy to hear any concerns you may have about your child’s college experience. All concerns should be reported to the Principal as soon as possible. Concerns will be recorded and monitored. In cases of serious bullying, parents/carers will be informed and will be invited to meet with staff to discuss the reports and concerns. Any bullying behaviour or threat of bullying must be investigated and stopped quickly. Efforts will be made to help the bully or bullies change their behaviour. Please do not attempt to resolve the problem yourself, either by speaking to the person you think is the bully or their parents/carers.

This policy is agreed by the Board of Directors and will be implemented by.....

Signed: ..... Date: .....

Signatory name/s.....Date of next review.....

