

POLICY NAME: Anti Bullying Policy

The College is committed to the equality of opportunity and to a proactive approach to equality, which supports and encourages under-represented groups, promotes inclusivity and values diversity.

Responsible Senior Leader	Associate Principal (Student Progress and Ambition)
Policy Owner	Associate Principal (Student Progress and Ambition)
Approved by	ELT
Approval date	September 2023
Next approval date	September 2024
Policy location	College Website Student Guidance, Behaviour and Intervention Hub

Equality Impact Assessment by								
Intended Audience	Staff		Governors		Students	✓	External	✓
Added to College website by	Megan Ardley				Date	September 2023		
Added to Staff intranet by	Dawn Haywood				Date	September 2023		

Amendment summary

<u>Version no.</u>	<u>Date</u>	<u>Comments</u>	<u>Paragraphs amended</u>

Policy creation guidelines:

Include a front sheet on all policy documentation, as above and adhering to the following requirements:

Font: Aerial 11

Alignment: Left

Paragraphs: spaced 1.15

Margins: 2.54cm (all)

Paragraph numbering: (single numbering)

1.

2.

Page numbering (set up as a footer) to automatically change for each page

(Insert, Page Number, Bottom of Page, Plain number 3)

[Please delete this page once policy is finalised]

Legal Requirements

Equality Act 2010

In line with the above Act, the College has a duty to give due regard to eliminating discrimination, harassment and victimisation, including any indirect discrimination due to the College's policies. We also have a duty to advance equality of opportunity and to foster good relations both within the College and with the outside community.

Policy Statement

The College is committed to providing a caring, friendly and safe environment for all of our students so they can learn in a secure atmosphere.

Bullying of any kind is unacceptable. If bullying does occur, all students should be able to tell someone and know that incidents will be dealt with promptly and effectively.

Context

Bullying is a type of abuse which can take many forms and this is acknowledged in our "Safeguarding Policy" which considers the wider issues around the abuse and safeguarding of our students. This Anti-bullying policy should be read in conjunction with the Safeguarding Policy which can be found on WQE Online and the College website.

This policy specifically refers to and deals with the bullying of students (including cyberbullying, prejudice-based and discriminatory bullying).

Objectives

The objectives of this policy are to ensure that:

- All students and parents/carers have an understanding of bullying in the College context
- All students and parents/carers know the College policy and should know what to do if bullying arises

The policy intends to reflect the College commitment to the eradication of bullying, that we take all allegations seriously and that students and parents/carers should be assured that they will be listened to if/when bullying is reported.

Definitions

Bullying can be defined as the use of aggression with the intention of hurting another. Bullying (including cyberbullying, prejudice-based and discriminatory bullying) results in pain and distress to the victim, this may be:

- Emotional - being unfriendly, excluding, tormenting (e.g. hiding belongings, making threatening gestures)
- Physical - pushing, kicking, hitting, punching or any use of violence
- Racist - racial taunts, graffiti, gestures

- Sexual - unwanted physical contact, non-consensual and/or cohesive sharing of nude or semi-nude images and/or videos, unwanted or sexually abusive comments and messages including on social media
- Homophobic - because of, or focussing gay or lesbian sexual orientation
- Transphobic- because of, or focussing on trans gender identity or expression
- Biphobic- because of, or focussing on bisexual sexual orientation
- Verbal - sarcasm, name-calling, spreading rumours, teasing

This is not an exhaustive list.

Bullying in some forms can constitute a criminal act e.g. extortion.

Managing allegations

The College recognises that some students are more vulnerable than others for example those with special educational needs or disabilities (SEND) or certain medical or physical health conditions can face additional safeguarding challenges both online and offline. WQE staff recognise that additional barriers can exist when recognising bullying of those in these groups. These students being more prone to peer group isolation or bullying (including prejudice-based bullying) than others. WQE staff recognise the potential for those with SEND or certain medical conditions being disproportionately impacted by behaviours such as bullying, without outwardly showing any sign. Our Welfare and Skills Team focus specifically on the welfare and safety of students with SEND, medical or physical health conditions and offer individualised and specific support during college opening hours. The Student Assistant Programme provides additional support when the College is closed.

All allegations of bullying will be taken seriously by the College. When a student or parent/carer reports a case of bullying to a member of staff, the matter will be dealt with as quickly as possible in accordance with the procedures laid down. Details of the appropriate procedures follow the policy.

In dealing with a case of bullying, disciplinary procedures may (and are likely) to be invoked and the police may need to be contacted where more serious cases lie outside the jurisdiction of the College.

The College will attempt a variety of strategies to ensure that the matter is reconciled and that the student who has been bullied feels confident that the matter has been dealt with appropriately.

As a means of preventing further bullying, each allegation and/or case will be recorded and monitored, and attempts will be made to help the bully/bullies change their behaviour.

If any allegation of bullying of students is made against a member of staff the College will follow procedures in line with the Safeguarding Policy. This can be found on WQE online and the College website. Instances of this type should be referred to the Principal.

Allegations of the bullying of students made against the Principal will be referred to the Clerk to the Corporation who should notify the Chair of Governors, the designated Safeguarding Governor or another appropriate person.

Procedures

When an allegation is made, or concerns arise it is the responsibility of the person who has been informed to themselves inform the relevant Head of Studies of the allegation. Where the allegation constitutes a safeguarding concern, the referral should be made following the college's safeguarding procedures.

The Head of Studies will decide who will undertake an investigation this will either be the Head of Studies or Deputy Head of Studies depending on the seriousness of the allegation. For serious allegations the Head of Studies will also inform the member of ELT on call. Details of the investigation will be recorded on CPOMs

The allegation will be investigated as follows:

- first speaking with the person making the allegation
- meeting and discussing the situation with those against whom the allegation has been made
- recording notes from all meetings (a summary of these to be included on the log of bullying incidents)
- considering the information that has been presented by all parties
- informing all parties (individually) of the findings of the investigation
- instigating an action plan appropriate to the findings
- monitoring the behaviour of the parties involved for a period agreed within the action plan (this may involve invoking College disciplinary procedures)

Communication

There is a simple statement of expectation, referral guidance and general information on how to deal with allegations or concerns available to students and parent/carers in the following documents which are available on the WQE website

- Student Charter
- Essential Information for Students Guide
- Parent/Carers Guide

The College will include in its induction of all students:

- what is expected in terms of behaviour
- stating its position with regards to bullying
- alerting students as to the need to inform of their concerns
- the process of making an allegation

Member of staff responsible for this policy:

Date approved:

Date when this policy will be reviewed:

Associate Principal (Student Progress and Ambition)

October 2023

October 2024