

Active Support Policy: ANTI-BULLYING

<u>Anti-bullying Policy</u>	<u>Valid From</u> 01.11.2019	<u>Review Date</u> 01.11.2020	<u>Approved By:</u> Matthew Ford & Shahed Koyes
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Active Support will not tolerate bullying and believe in a pro-active policy towards managing bullying as set out in the Safeguarding and Wellbeing and Mental Health policies. Active Support believe that an individual's wellbeing is paramount to fulfilling one's potential and strive to challenge all forms of bullying.

1. Objectives:

- 1.1 At Active Support we believe that any actions or words that are used for the express purpose of causing discomfort or harm to another person is bullying.
- 1.2 We recognise that bullying can cause extreme emotional distress to its victims and that no member of the provisions community should bully any other.
- 1.3 We regard all forms of bullying as serious, but recognise that bullying in the contexts outlined below requires a particularly firm response:
 - 1.3.1 Bullying that takes place on a systematic basis towards one individual
 - 1.3.2 Bullying that is perpetrated on a systematic basis by one individual or one group.
 - 1.3.3 Bullying that is directed towards individuals who are particularly vulnerable.
- 1.4 Physical violence is not the only way in which bullying takes place and the seriousness of mental, verbal and emotional bullying must not be underestimated.
- 1.5 At Active Support we consider use of foul, racist, sexist, homophobic, bi-phobic or transphobic language to constitute bullying. The Equality Act 2010 states that it is a discrimination to treat any person unfavorably because of their race, sex, marital status, disability, age, sexual orientation, political or religious beliefs, or any other protected characteristics.
- 1.6 It is our intention to challenge all forms of bullying, to investigate all known incidents of bullying and to support the victims of bullying.
- 1.7 We believe that all members of Active Support have a part to play in preventing and dealing with bullying.

2. Aims:

- 2.1 The main purpose of this policy is to ensure that all staff are aware of the nature of bullying and the procedures for dealing with it, is set out in the Safeguarding policy.
- 2.2 Consistent application of the policy will lead to a centre where bullying is perceived by all to be an anti-social and unacceptable activity that will always be challenged and dealt with.

3. Key Principles:

- 3.1 Learners should feel safe and secure from bullying in all aspects of their time at Active Support.
- 3.2 Improved examination of other outcomes as a result of a safe and secure environment that supports learning.
- 3.3 Learners should be confident to report bullying whether they, or others, are the victims.
- 3.4 Learners should be confident that bullying will be dealt with seriously by the provision.
- 3.5 Staff are aware of the procedures to be followed in the event of bullying.
A provision community that, as a whole, challenges bullying in all its forms.

4. Planning and Implementation:

- 4.1 The issues surrounding bullying will be addressed consistently in curriculum areas, by the Wellbeing team and staff meetings but especially through Equality and Diversity courses and training.
- 4.2 **Response to incidents:**
 - 4.2.1 If a member of staff sees an incident of bullying, he/she must intervene immediately to stop it, and as soon as appropriate discuss with their line manager. The line manager will inform the Directors who will decide on what action to take.
 - 4.2.2 If it is decided that it is a serious incident then a serious incident form will need to be completed which will be kept on the Director's server for record purposes. The incident must also be recorded on the online AP Tracker/Cpoms giving brief details for referring agency/school information. (i.e. "bullying issue reported to Matt Ford).

- 4.2.3 Learners who are victims of bullying should report the fact to a member of staff or the wellbeing team.
- 4.2.4 Learners who witness incidents of bullying should report the facts to a member of staff or wellbeing team.
- 4.2.5 Parents who are concerned about bullying should contact Active Support staff or the Management Committee. Full details can be accessed from the Active Support Website.
- 4.2.6 All reported incidents of bullying must be forwarded to the Directors and recorded on the online AP Tracker/Cpoms. The report must also include a summary of action taken.
- 4.2.7 Directors will report all serious incidents at agreed intervals to the Management Committee.

5. Support and Action:

- 5.1 In respect of victims and perpetrators of bullying, each case will be dealt with individually.
- 5.2 The directors will discuss appropriate action with the linked member of staff.
- 5.3 Appropriate action for victims may include counselling and the temporary provision of “safe havens” while the matter is dealt with.
- 5.4 Appropriate action for perpetrators may include: informing parents, internal or external exclusion from the provision, counseling to tackle the causes of the behaviour, being escorted to and from the provision.
- 5.5 In all cases, perpetrators will receive counselling from the directors or other appropriate members of staff about the provision’s bullying policy and the reasons for it.

6. Monitoring, Review and Evaluation:

This policy will be reviewed annually by the Management Committee.

- 6.1 The Directors will be responsible for the successful implementation of this policy and the accurate record of such incidents. This will be done through consultations with the provision’s staff, learner surveys and analysis of the incidents.