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ANTI-BULLYING POLICY AND PROCEDURES

POLICY

Aims and Objectives

Bullying of any kind is completely unacceptable and will not be tolerated at Barton Peveril Sixth Form College.

The College's overarching vision is that every student is healthy and safe, enjoys life, is interested and fully involved in the community they live in, achieves their full potential and achieves economic independence.

The Equality Act 2010 prohibits discrimination on the grounds of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion and belief, sex, sexual orientation.

In particular, every student has the right to:

- be able to grow and develop in safety and free from prejudice and discrimination
- belong to and be valued in their community
- be listened to and have their views taken into account
- be treated with respect
- have their needs and interests at the heart of everything we do.

All incidents of bullying and/or discrimination at Barton Peveril Sixth Form College will be handled sensitively and dealt with promptly and effectively.

Definition

Bullying is behaviour by an individual or group, often (though not always) repeated over time, that hurts another individual or group, either physically or emotionally, whether or not the perpetrator(s) intends or knows that their behaviour is causing hurt.

Bullying or discriminatory behaviour can take many forms. For example (but not exclusively), bullying can be verbal (e.g. name-calling), indirect (e.g. exclusion from a friendship group), physical (e.g. hitting) and cyber bullying (e.g. misuse of social networks)

Where and to whom the policy applies:

This policy applies to:

- all students and staff (including temporary and volunteer staff) at Barton Peveril Sixth Form College
- all incidents of bullying perpetrated by or towards students of Barton Peveril Sixth Form College. This would be considered as Child on Child Abuse and includes sexual harrassment and abuse.

This includes bullying that occurs:

- both during the College day and outside of College hours
- on College premises and/or at any other location
- online, whether or not perpetrated using the College IT systems or equipment
- on the way to/from College, including on College or public transportation
- even without the full knowledge of the victim e.g. covertly or via social media

PROCEDURES

Guidelines for Students:

1. You should be aware of this policy.
2. If you feel you are being bullied, or you know about someone else who feels they are being bullied, tell someone – College cannot take action if we do not know what is happening. You may decide to tell your tutor or teacher, Student Progress Adviser or any other member of staff. Alternatively, tell us by using the red button on the My Barton home page.
3. Your Student Progress Adviser will be informed and they, or one of the other Student Progress Advisers, will talk to you as soon as possible about what is happening. You

may bring someone else (a friend, relative, other teacher etc) along with you. Your concerns will be taken seriously.

4. The alleged victim, alleged bully and any potential witnesses will each be interviewed separately by Student Progress Adviser(s).
5. The Student Progress Advisers will work with all parties to ensure the behaviour stops.
6. If appropriate, action will be taken under the College Student Disciplinary Policy and Procedures - a disciplinary Hearing may be held and sanctions such as a College Warning, a Final Warning or a permanent exclusion from College may be imposed.
7. Depending on the circumstances, the College may feel it necessary or appropriate to involve your and/or the alleged bully's parents and/or those of any potential witnesses.. If possible, we will discuss this with the student concerned first.
8. Your report and all subsequent action that the College takes will be recorded on CPOMS under Bullying category.
9. At any stage, you may bring along a friend or relative.
10. Other organisations you may wish to contact for support are set out at the end of this Policy.

Guidelines for Staff:

1. All staff should be aware of this policy.
2. All complaints about bullying should be taken seriously and treated sensitively, and must be reported.
3. If you are the person to whom the incident is reported or who first discovered the incident, take time to make the situation safe if necessary, i.e. control of alleged bully and support for the alleged victim. Call on another member of staff if you need to.
4. Take time to write a full account of the incident. As soon as possible, use the red button on the Staff My Barton homepage to report the alleged bullying to the alleged victim's Student Progress Adviser. Tell the alleged victim that this is what you are doing and what will happen next.

Guidelines for Student Progress Advisers:

1. Throughout the process of investigating an allegation of bullying, including speaking to the alleged victim and perpetrators and any potential witnesses, disciplining any perpetrators and working with all parties to ensure any bullying stops, the Student Progress Adviser who first interviews the alleged victim' is the "case manager" for the bullying incident(s).

   It is the case manager's responsibility to:

   a. ensure that the other Student Progress Advisers are following up appropriately with potential witnesses and the alleged perpetrator(s) and that disciplinary action has been taken where appropriate

b. ensure that the alleged victim is, and feels, safe - keep in regular contact with them during and at the conclusion of the investigation about progress and outcome
c. ensure that the online bullying log is fully completed and that the incident is "closed" once the investigation has concluded and any subsequent action has been taken
d. make sure that the parties know that they should report any subsequent incidents and how to do so

2. On receipt of a report of bullying, the alleged victim's Student Progress Adviser, or the duty Student Progress Adviser on the safeguarding rota, should speak to the alleged victim as soon as possible about what is happening, and contemporaneously record the bullying in the Child on Child Incident Log as well as the outcomes on CPOMS, identifying the alleged perpetrator(s) and any potential witnesses.
3. The Student Progress Advisers will then, as appropriate depending on the students involved, interview any potential witnesses and the alleged perpetrator as soon as possible. They will complete records of their interviews on the SPAs Child on Child Incident Log.
4. On completion of the interviews the Student Progress Advisers involved will review the evidence obtained and decide on an appropriate course of action. In cases of bullying, this will usually involve using the College Student Disciplinary Policy and Procedures with the perpetrator. It may involve a conciliation meeting between the parties, if this is appropriate.
5. The "case manager" or their own Student Progress Adviser will keep in touch with the alleged victim throughout the investigation and meet them again at the end to keep them informed of progress and outcome and also to let them know what to do if they experience any subsequent incidents.
6. The case manager will complete the online bullying log at the end of the investigation.
7. Depending on the circumstances, the Student Progress Advisers may feel it necessary or appropriate to involve the parents of any student involved in a bullying allegation or incident. If possible, they will discuss this with the student concerned.

EXTERNAL SUPPORT*

*Taken from the Anti Bullying Alliance Tools & information accessed February 2025

Bullying

ChildLine 0800 1111 (Childline)
ChildLine is a helpline and website for young people. You can call ChildLine confidentially at any time of the day or night to talk about any worries. Calls are free from landlines and mobiles, and they won't appear on a phone bill.
You can also chat online to an adviser, or contact ChildLine by text, email or message board.

ChildLine's website has a useful section on how to cope with bullying.

Bullybusters 0800 169 6928 (Bully Busters)
Bullybusters operates a free anti-bullying helpline for anyone who's been affected by bullying. It also has a website and message board, with sections specifically for kids and young people.

Bullying UK 0808 800 2222 (Bullying advice)
Bullying UK offers extensive practical advice and information about bullying for young people.

Homophobic and transphobic bullying

EACH 0808 1000 143 (EACH Educational Action Challenging Homophobia)
A charity for young people and adults affected by homophobia and transphobia. It has a telephone helpline for young people who are experiencing homophobic or transphobic bullying.

Stonewall 08000 50 20 20 (Stonewall)
A charity that campaigns for equal rights for lesbian, gay, bi, trans, queer, questioning and ace (LGBTQ+) people everywhere. Its Education for All campaign tackles homophobia and homophobic bullying in schools across the UK. On the Education for All website you can find case studies and facts and figures about homophobic bullying in schools, as well as advice for young people and teachers.

Cyberbullying

Childnet International Provides helpful information and guidance on a range of key online safety topics

Anti-bullying ambassadors (Anti-Bullying Ambassadors)
Anti-bullying ambassadors offers tips on how to stay safe online, including how to report abuse on social media sites and apps.

Linked policies:

- Student Disciplinary Policy and Procedures
- Student Code of Conduct
- Drugs and Alcohol Policy
- Child Protection Policy and Procedures
- Equality and Diversity Policy

Dissemination of the policy:

This policy is available for all staff and students on the College intranet.

Monitoring and Reviewing:

1. The Vice Principal (Students and Progress) will monitor the online incident reports and follow up as appropriate with the Student Progress Advisers.
2. The Vice Principal (Students and Progress) will report to the governing body on an annual basis about reports of bullying incidents and the actions that have been taken in response to them.
3. Refer to annual cross college student survey responses for student views on harassment and bullying - follow up issues appropriately with students and staff.
4. This policy will be reviewed by the Vice Principal (Students and Progress) every three years and approved by the Senior Leadership Team.