

SOUTH DEVON COLLEGE
Student Anti-Bullying Policy
PO5



Document control

Version	Date	Author(s)	Notes on Revisions
1.0	Aug 2012	LW/TMT	Updated to new policy format
2.0	May 2013	LW/TMT	Reviewed
3.0	January 15	MH/AH	Reviewed
4.0	March 16	AH	Reference to out of college hours bullying (inc. online). Included sustainability statement.

Owner	SMT Lead	Author	Frequency of review	Next review date	Approval Committee	Next approval Committee Date	Date of last EIA
VP&DCEO	VP&DCEO	LW/TMT	X 2 years	July 2014	SMT	Aug 2014	24/10/12
VP&DCEO	AP AHS	AH	X 2 years	July 2016	SMT	04/03/15	29/01/15
VP&DCEO	AP AHS	AH	X 2 years	July 2019	SMT	15/09/17	22/03/17

1. Policy on Anti-Bullying

- 1.1 Bullying can have a lifelong negative impact. It makes it difficult for learning to take place and can have a lasting detrimental effect on life chances. People who have been bullied can become anxious and withdrawn, depressed, aggressive or vulnerable to radicalisation. Some turn to substance misuse as a way of dealing with the emotional impact of bullying. At worst bullying has been a factor in suicide.
- 1.2 Bullying can happen anywhere and at any time, including onsite, offsite (including online) and out of college hours. In line with the college's Safeguarding Policy all bullying will be treated with zero tolerance and addressed accordingly. The whole College community will work together to actively promote an anti-bullying culture ensuring that however and whenever bullying happens it is recognised as unacceptable behaviour and appropriate action is taken.

2. Statement of intent

- 2.1 South Devon College's Anti-Bullying Policy outlines what South Devon College will do to prevent and tackle incidents of bullying. The policy has been drawn up through the involvement of the whole College community.

- 2.2 By promoting positive behaviour amongst students, the College is committed to ensuring a caring, friendly and safe environment for all our students, so they can learn in a secure and relaxed atmosphere.
- 2.3 Bullying of any kind is unacceptable at South Devon College. If bullying does occur, all students/parents/guardians should be able to tell someone and know that incidents will be dealt with promptly and effectively following the correct procedure (detailed below). This means that *anyone* who knows bullying is happening has a responsibility to act responsibly by not ignoring the matter.

3. South Devon College's community will:

- 3.1 Work together to create a safe, welcoming ethos.
- 3.2 Encourage respect within the whole community.
- 3.3 Model fair and respectful behaviour and leadership.
- 3.4 Promote equality to all staff and students.
- 3.5 Challenge discrimination.
- 3.6 Discourage young people from colluding with bullying as bystanders and those who tolerate bullying behaviour are contributing to it.
- 3.7 Consult learners about bullying - whether they feel safe and if there are places they do not feel safe.
- 3.8 Ensure students and parent/guardians (for students under 18 years) know the procedure for reporting bullying concerns.

4. Objectives of the Anti-Bullying Policy are to ensure that:

- 4.1 All College staff, governors, students and parent/guardians have an understanding of what bullying is.
- 4.2 All College staff and governors know what the South Devon College policy is on bullying, and follow procedure when bullying is reported.
- 4.3 All students and parent/guardians know what South Devon College's policy is on bullying, and what they should do if bullying arises.
- 4.4 The policy is intended to show that at South Devon College we take bullying seriously and students and parent/guardians should be assured that they will be supported when bullying is reported.
- 4.5 Bullying will not be tolerated, by anyone, in any instance. This extends to offsite activities such as trips, residential and visits.

5. What is Bullying?

5.1 Bullying is behaviour by an individual or a group, usually repeated over time, which hurts another individual either physically or emotionally. In some cases this may be intentional, but it is also possible for the victim(s) of bullying to be affected by association, or if the person alleged to have done the bullying had no intention of hurting the victim, either physically or emotionally.

5.2 Occasionally an incident may be deemed as bullying even if it is not persistent, if it fulfils the other descriptions of bullying. This possibility could be considered in cases of sexual, sexist, racist, religious or homophobic and when people with disabilities are involved. If a victim could be perceived as being in immediate danger than intervention should be urgently acted upon, following College guidelines.

5.3 Bullying can be, but not be limited to:

- *Name calling*
- *Taunting*
- *Mocking*
- *Making offensive comments*
- *Kicking & hitting*
- *Taking belongings*
- *Inappropriate text messaging and electronic messaging (including through web-sites, Social Networking sites and Instant Messenger)*
- *Sending offensive or degrading images by phone or via the internet*
- *Producing offensive graffiti*
- *Excluding people from groups*
- *Gossiping and/or spreading hurtful and untruthful rumours*
- *Sexual, sexist, homophobic, transphobic, racist, religious and disablist discrimination, physical or non-physical behaviour, used as a weapon.*
- *Radicalisation*

5.4 Forms of bullying can include:

- *Bullying related to race, religion or culture*
- *Bullying related to special educational needs*
- *Bullying related to disabilities*
- *Bullying related to appearance or health conditions*
- *Bullying related to sexual orientation*
- *Bullying of young carers or looked after children or otherwise related to home circumstances*
- *Sexist or sexual bullying*
- *Cyber bullying.*

6. Preventing, identifying and responding to bullying

6.1 To continue to help prevent bullying we will:

- 6.1.1 Work with staff, students, parents and outside agencies to identify all forms of bullying.
 - 6.1.2 Actively provide regular opportunities to develop students social and emotional skills, including their resilience.
 - 6.1.3 Consider all opportunities for addressing bullying including through the curriculum, displays, theme weeks, tutorials, peer support and the Student Union.
 - 6.1.4 Continue to raise the awareness of the Anti-Bullying policy to all staff during designated Training & Development (CPD) days; to ensure all staff follow the College policy and procedures on bullying.
 - 6.1.5 Actively promote a safe environment across all College campuses with spaces such as the Student Union Office, Common Room, Equality Space, The Lodge and Directed Study Centre.
- 6.2 Identifying and responding to bullying:
- 6.2.1 All allegations of bullying will be taken seriously by the College.
 - 6.2.2 When a student or parent/ guardian reports a case of bullying to a member of staff, the member of staff must investigate the allegation and request a written statement of clarification. It is the member of staff's responsibility to inform the Section Head and Personalised Learning Manager of the allegation and to refer the matter as quickly as possible in accordance with either the Disciplinary procedure and/or the Safeguarding Policy, depending on the circumstances and severity of the case. Details of the appropriate procedures can be found on the College intranet - <http://staff.southdevon.ac.uk/pages/696> (Safeguarding Policy) or <https://staff.southdevon.ac.uk/pages/4044> (Positive Intervention and Disciplinary Procedure).
 - 6.2.3 In dealing with a case of bullying, the disciplinary procedure may (and is likely) to be invoked and the police may need to be contacted where more serious cases involve assault, cyber bullying and persistent bullying outside the jurisdiction of the College.
 - 6.2.4 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.
 - 6.2.5 As a means of preventing further bullying, each case will be monitored and attempts will be made to help the bully/bullies change their behaviour in accordance with the Disciplinary procedure and Positive Intervention strategies.

6.3 Allegations against members of staff or volunteers:

- 6.3.1 A student wishing to make an allegation against a member of staff or volunteer should in the first instance speak to their Personal Tutor, or if this is not appropriate the student should contact the Helpzone. In both cases the student will be directed to an appropriate member of the Positive Intervention team to discuss the claim.
- 6.3.2 Allegations against the Principalship or members of the Governing Body will be referred to the Clerk to the Governors who should notify the Chair of Governors, the Designated Safeguarding Governor or another appropriate person. Allegations against the Clerk to the Governor will be referred to the Chair of Governors.

7. Monitoring, recording and reporting on bullying

- 7.1 All accounts of bullying will be recorded by the College; identifying the disciplinary level and outcomes of the investigation.
- 7.2 If a student re-offends with the same victim or to a new victim then the disciplinary procedure will escalate in accordance to the severity of the case.
- 7.3 If a student has been referred via Safeguarding, then the Lead Coordinator - Positive Intervention, will be contacted immediately.
- 7.4 Where a student also attends school (14-16 years), staff, who will work with the school, will be informed and take steps to protect the student as necessary.
- 7.5 Instances of bullying will be reported regularly to the Senior Management Team via the positive intervention report.
- 7.6 Where necessary external agencies and stakeholders will be made aware of instances of bullying.

8 Involvement of students

- 8.1 At South Devon College we will continually involve students by highlighting and raising awareness of the negative impact of bullying. We will:
 - 8.1.1 Regularly obtain students views on the extent and nature of bullying.
 - 8.1.2 Ensure students know how to express worries and anxieties about bullying.
 - 8.1.3 Ensure all students are aware of the range of sanctions which may be applied against those engaging in bullying.

- 8.1.4 Involve students in anti-bullying campaigns in College via theme weeks and tutorials.
- 8.1.5 Publicise the details of help-lines and websites.
- 8.1.6 Offer support to students who have been bullied.
- 8.1.7 Work with students who have been bullying in order to explore underlying issues they may have.
- 8.1.8 Staff will be trained and updated on national Prevent strategy.

9 Liaison with Parents/Guardians for students under 18 years or vulnerable learners. We will:

- 9.1 Ensure that parent/guardians know whom to contact if they are worried about bullying.
- 9.2 Ensure parent/guardians are aware of our complaints procedure and how to use it effectively.
- 9.3 Ensure parent/guardians know where to access independent advice about bullying.
- 9.4 Work with parents/guardians and the local community to address issues beyond the College campus that give rise to bullying.

10 Links with other College policies and practices:

- 10.1 This Policy links with a number of other College policies including:

- 10.1.1 Disciplinary & Positive Intervention Policy

- 10.1.2 Safeguarding Policy

- 10.1.3 Single Equality Scheme

Link to policies: <http://staff.southdevon.ac.uk/pages/695>

11 Monitoring & review, policy into practice

- 11.1 We will review this Policy at least once every two years as well as if incidents occur that suggest the need for review. The College will regularly consult both staff and learners on this policy.

12 Responsibilities

- 12.1 This Policy only works if it ensures that the whole College community understands that bullying is not tolerated and understands the steps that will be taken to both prevent and respond to bullying.
- 12.2 It is the responsibility of:
- 12.2.1 College Governors to take a lead role in monitoring and reviewing this policy.
 - 12.2.2 Governors, the Principalship, Senior Managers, Teaching and Non-Teaching staff to be aware of this policy and implement it accordingly.
 - 12.2.3 The **Tutorial & Learner Progress Management Team** to communicate the policy to the College community.
 - 12.2.4 Students to abide by the policy.
- 12.3 The named contact/s for this policy is: **Alex Howarth/ Tutorial & Learner Progress Management Team (TLPs)**.

13. Statement of the College's approach to the Environment and to Sustainability

- 13.1 The College affirms its commitment to integrate sustainable and eco-friendly policies and practices into all its activities by operating in a manner that promotes energy and materials conservation and waste reduction. We also commit to encouraging others with whom we do business to analyse, reduce and manage their own environmental impacts and risks where possible.

Approved by	Signature	Date
Author:	Alex Howarth	
Owner:	Matthew Harbour	15/09/17
Chair of Approval Committee:	Stephen Criddle	15/09/17
Next Review due:	July 2019	