# ANTI BULLYING AND HARASSMENT (STUDENT) POLICY

# (Wales)

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**September 2024**

## Introduction

Pinc College is committed to providing holistic education of the highest quality and this policy is underpinned by Pinc College values, culture and methodology.

Our College Values

**Individual - 'We celebrate everyone'**

**Inclusive - 'We value and support everyone'**

**Innovative 'We believe in the power to change'**

We foster a culture that is **Respectful, Responsible, Safe and Kind**

The principles of the Pinc Methodology apply equally to our students and team members in everything we do. Our methodology holds the individual, their wellbeing and their specific needs in every aspect of our approach.

## Policy intent and scope

The team at Pinc College, 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 our team 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 anyone 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

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To outline the commitment of the College to continuously improve to tackling bullying

## SCOPE

The College has several campuses that provide appropriate, challenging, and meaningful study programmes, to increase employability skills. This policy relates to distance learning and e-safety across all aspects of the work of the College and those campuses.

Any reference to the College 'team' in this policy means all staff and volunteers working at each of the campuses.

In line with Welsh Government's statutory guidance *Rights, Respect, Equality (2019)*, bullying is defined as 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 take place anywhere and may be related to:

- Race
- Religion
- Culture
- ALN (Additional Learning Needs) or disability
- Appearance or health condition
- Disability
- Home circumstances
- Sexual orientation
- Gender

## TYPES OF BULLYING:

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| Emotional: | Being unfriendly, excluding, tormenting (e.g. hiding books, threatening gestures), ridiculing, humiliating, spreading rumours, insensitive jokes |
| Status: | Related to home-life and circumstances |
| Physical: | Pushing, kicking, hitting, pinching or any use of violence |
| Racial: | Racial taunts, graffiti, gestures |
| Sexual: or graffiti | Unwanted physical contact, intimidation, sexually abusive comments |
| Homophobic: | Because of, or focusing on, the issue of actual or perceived sexuality |

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| Transphobic: | Behaviour or language that makes the individual feel unwelcome or marginalised because of their perceived or actual sexuality |
| Faith-based: | Because of or focusing on matters relating to religious ideology, belief or creed |
| Direct or indirect: | Name calling, sarcasm, spreading rumours, teasing |
| Cyber: | "the use of Information and Communications Technology (ICT), particularly mobile phones and the internet, deliberately to upset someone else". All areas of internet, such as email and chat room misuse, technology such as camera and video facilities, iPad, games and consoles. |

## Responsibilities and Communication

It is the responsibility of everyone working or studying at the 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.

**Governors**

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

- monitors the implementation and effectiveness of our anti-bullying policy and procedures
- reviews this policy to make sure it is effective and up to date
- ensures the College team 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 and families is maintained.
- reports on incidences of bullying and subsequent actions taken as part of regular monitoring by the College governors.

**Campus Lead**

- is the first point of contact by team members
- ensures every incident is reported and recorded
- determines whether an incident should be escalated to a safeguarding concern and report
- liaises with other team members and external agencies where relevant
- follows up all reports
- informs the Head of College of all incidents and the actions taken.
- the College Team

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- 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.

**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 victim. This can be achieved by:

- Size and/or strength
- The numbers or group size involved
- Anonymity – through the use of cyber bullying (using email, social networking sites, texts etc.)
- The level of cognition, confidence, or emotional maturity of students

The College team 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. The team 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 the College team, students, and their families.

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

- 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 College Positive Student Behaviour and Management Policy.

When necessary, the Campus Lead will inform other key team member and relevant external agencies.

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

All members of the College team must record and report every incidence of bullying. The Campus Lead will be required to consider if the incident should be escalated to that of a safeguarding concern/issue. In these circumstances the safeguarding reporting procedures should now be followed.

Racist, sexual, or homophobic bullying, and bullying related to religious belief or creed, must be reported directly to the Campus Lead who will then inform the Designated Safeguarding Person (DSP).

Incidents involving an immediate threat to the safety of a student should also be reported directly to the Campus Lead, who will then inform the DSP.

All members of the College team 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 Campus Lead. All incidents of bullying will be discussed with all relevant members of the College team and parents/carers of the students involved, in 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 Board of Governors on a termly basis, unless the incident is of such a level that requires the immediate involvement of a Governor.

## Reporting and Recording

- All members of the College team must record and report every incidence of bullying.
- The Campus Lead will be required to consider if the incident should be escalated to that of a safeguarding concern/issue. In these circumstances the safeguarding reporting procedures (as set out in *Keeping Learners Safe, Welsh Government 2022*) should be followed.
- Racist, sexual, or homophobic bullying, and bullying related to religious belief or creed, must be reported directly to the Campus Lead who will then inform the Designated Safeguarding Lead (DSL).
- Incidents involving an immediate threat to the safety of a student should also be reported directly to the Campus Lead, who will then inform the DSL.

## Strategies and Support

The team will implement suitable responses to bullying behaviour and deploy strategies to change the behaviour so that bullying does not recur.

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

Internal and/or external support may include:

- Restorative justice
- Counselling/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 parents/carers may have about their child's College experience. All concerns should be reported to the Campus Lead as soon as possible. Concerns must be recorded on a student behaviour incident form and continue to be monitored by the Campus Lead until resolved. During this time, the Campus will ensure the Head of College is fully appraised. Once resolved the entire case is stored on the student file and uploaded to the College central register.

In all cases, parents/carers will be informed and may be invited to meet with a member/s of the College team 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.

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This policy should be read in conjunction with the following:

W1.1 Safeguarding Adult Policy
W1.2 Safeguarding Children Policy
W3.4 Compliments, Comments and Complaints Policy
W1.4 Equality and Diversity Policy
W2.4 Health & Safety Policy
2.14 Conduct and Disciplinary Policy
2.7 Whistle Blowing

## Legislative/Policy Framework:

This policy is underpinned by the following:

- Rights, Respect, Equality: Statutory guidance for schools on preventing and responding to bullying (Welsh Government 2019)
- Keeping Learners Safe (Welsh Government 2022)
- Social Services and Well-being (Wales) Act 2014
- Well-being of Future Generations (Wales) Act 2015
- Additional Learning Needs and Education Tribunal (Wales) Act 2018
- Equality Act 2010 (Public Sector Equality Duty, Wales)

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