LONDON PT COLLEGE

Anti-Bullying
Policy

Authorized by:	The principal
Date:	July 2017
Effective date of the policy:	July 2017
Circulation:	Head of Departments, other staff (upon request)
Last review date:	July 2018
Next review date:	July 2019

Student Anti-Bullying Policy

1.   Introduction

1.1.   The aim of the anti-bullying policy is to ensure that students learn in a supportive, caring and safe environment without fear of being bullied. Bullying is anti-social behaviour and affects everyone; it is unacceptable and will not be tolerated. Only when all issues of bullying are addressed will students be able to fully benefit from the opportunities available at the College.

1.2.   The College seeks to support students who are being bullied regardless of whether the bullying takes place on- or off-premises

2.   Definition of Bullying

2.1.   Bullying is defined as deliberately hurtful behaviour, repeated over a period of time, where it is difficult for those being bullied to defend themselves. The four main types of bullying are:

- Physical (hitting, kicking, theft)
- Verbal (name calling, racist remarks)
- Indirect (spreading rumours, excluding someone from social groups)
- Cyber bullying (using texts, phone calls, email or social networks for example).

2.2.   For incidents causing significant harm, please refer to the Safeguarding Students and Adults at Risk Policy as bullying and harassment over a sustained period of time is a Safeguarding concern.

2.3.   Bullying may be due to a student's gender, disability, age, religious beliefs, ethnicity or sexuality.

3.   The Impact of Bullying

3.1.   Students who are being bullied may show changes in behaviour, such as becoming shy and nervous, feigning illness, taking unusual absences or clinging to adults. There may be evidence of changes in work patterns, lacking concentration or absences from the College. Students must be encouraged to report bullying in the College.

4.   Support

4.1.   Students who allege they have been bullied will be supported by:

    4.1.1.   Being offered an immediate opportunity to discuss the experience with a lecturer, student tutor or member of staff of their choice;

    4.1.2.   Being given reassurances.

    4.1.3.   Being offered continuous support.

    4.1.4.   Being given assistance with the restoring of self-esteem and confidence;

    4.1.5.   Being offered a restorative justice approach if appropriate.

4.2.   The student's parents may also be made aware of the problems being encountered and how they can support their son/daughter.

4.3.   Students who have been accused of bullying or have been found to have bullied another student will be helped by:

    4.3.1   Discussing what happened, discovering why the student behaved in this way, and establishing the wrong doing and the need to change;

    4.3.2   Informing the parents or guardians of the student exhibiting bullying behaviour to help change the attitude of the student;

    4.3.3   Restorative justice approach implemented if appropriate.

5.   How to Handle an Allegation of Bullying

5.1.   The following steps shall be taken when dealing with incidents:

    5.1.1   If bullying is suspected or reported, the incident must be dealt with

          immediately by the member of staff who has been approached;

5.1.2   A clear account of the incident will be recorded and given to the Head of Learning;

5.1.3   The Head of Learning will interview all concerned and will record the discussions.

5.2.   Where bullying has occurred, the Student Referral Procedure will be invoked.

6.   Monitoring of this Policy

6.1.   The Principal is responsible for monitoring the implementation and success of this Policy using student complaint and Student Referral data. A report will be made to the Senior Management Team on an annual basis.

7.   Status of this Policy

7.1.   The operation of this Policy will be kept under review by the Principal.

7.2.   It may be reviewed and varied from time to time by the Senior Management Team.

7.3.   This policy has been assessed to ensure that it does not adversely affect students on the grounds of any protected characteristic.