



Anti-Bullying Policy (*Students*) 2023-25

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Date policy reviewed:	September 2023	Date policy to be reviewed	10/06/2025
GDPR Impact assessed by:	Stephen Musa	Date impact assessed:	September 2023
Equality Impact assessed by:	Stephen Musa	Date impact assessed:	September 2023
Policy approved by:	SLT	Date approved:	21/09/2023

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1. Policy Overview

1.1 The College is committed to a positive policy of equality and diversity and respect for all. The College aims to promote a positive culture where students are able to learn and develop. It recognises that it has a duty of care to students, staff and stakeholders. The College endeavours to ensure that their wellbeing and safety is a priority. The Anti-Bullying Policy outlines what the College will do to prevent and tackle bullying.

2. Scope of the Policy

2.1 This policy applies to all College students including those on further education, higher education, school links and apprenticeship programmes.

3. Definitions

3.1 Bullying is ‘Behaviour by an individual or a group, usually repeated over time that intentionally hurts another individual either physically or emotionally’.¹

3.2 Occasionally an incident may be deemed to be bullying even if the behaviour has *not* been repeated or persistent – if it fulfils all other descriptions of bullying (as per 3.1). This possibility will be considered, particularly in cases of sexual, sexist, racist, transphobic, biphobic or homophobic bullying and when students with disabilities are involved. If a victim might be in danger, then action is urgently required.

3.3 Bullying can include, but is not restricted to: name calling; taunting; mocking; making offensive comments; kicking; hitting; taking belongings; inappropriate text messaging and cyber bullying (including through websites, social networks, online learning platforms,

¹ ‘Safe from Bullying’, Department for Children Schools and Families (2009)

apps and instant messenger programmes); sending offensive or degrading images by any means including phone or via the internet; producing offensive graffiti; gossiping; excluding people from groups and spreading hurtful and untruthful rumours.

4. Forms of bullying covered by this Policy

4.1 Bullying can happen to anyone. This policy covers all types of bullying including:

- Bullying related to race, religion, culture or nationality.
- Bullying related to learning difficulties, disabilities or health conditions.
- Bullying related to appearance.
- Sexist or sexual bullying.
- Bullying related to sexual orientation.
- Bullying related to gender reassignment/transition
- Bullying related to age.
- Bullying of your carers or looked after children or otherwise related to home circumstances.
- Bullying related to a person's marital or civil partnership status.
- Bullying related to pregnancy or maternity.

NB: This list is not exhaustive.

5. Preventing, identifying and responding to bullying

5.1 The College will:

- Work with staff and outside agencies to identify all forms of prejudice-driven bullying.
- Actively provide systematic opportunities to develop student's social and emotional skills, including their resilience.
- Support staff in challenging stereotyping behaviours and promote equality for all.
- Consider all opportunities for addressing bullying across the College and within curriculum, through displays, awareness raising days and activities, peer support and through the College progress tutorial system.
- Promote a zero-tolerance approach towards bullying.
- Ensure all College staff are aware of the policy and how to respond to allegations of bullying.
- Ensure relevant staff receive training relevant to student needs, including students with learning difficulties and/or disabilities and lesbian, gay, bisexual and transgender students.

6. Responding to allegations of bullying

6.1 Where incidents of alleged bullying have taken place, this must be reported to a Safeguarding Officer, and the information recorded on ProMonitor as a Confidential

Comment. The Safeguarding Officer will initially meet with the victim of the alleged bullying and begin to gather information in a sensitive and supportive manner. During periods of remote learning, this meeting may take place via telephone or video call.

6.2 As far as possible the Safeguarding Officer will work with the victim to ensure they are comfortable with any action taken. However, there may be occasions where action may be taken that goes against the wishes of the victim, if it is felt there would be an ongoing or significant risk to either the victim or other students if the action were not taken.

6.3 Where appropriate, College MSR Procedures will be followed. Under these procedures, sanctions against the perpetrator can include a range of formal warnings up to and including exclusion from the College.

6.4 Where the incident involves a School Links/Taster student, the Head of Student Services will be informed and issues will be followed up through the relevant policies, including liaison with the relevant school.

6.5 Where bullying is particularly serious or persistent and where a criminal offence may have been committed, the College may work with stakeholders in the wider community such as the Police or Children's Social Care. If the bullying could be of a criminal nature the Police may be informed. For example, under the Malicious Communications Act 1988, it is an offence to send an electronic communication to another person with the intent to cause distress or anxiety or to send an electronic communication which conveys a message which is indecent or grossly offensive, a threat, or information which is false and known or believed to be false by the sender.

6.6 Outcomes following allegations of bullying may include:

- Feedback to those concerned.
- Sanctions (*as set out in 6.3*);
- Consultation and engagement with relevant professionals.
- Targeted awareness training for students and/or relevant staff.

7. Involvement of students

7.1 The College will:

- Ensure all students are aware of this policy.
- Develop and review this policy with involvement from students.
- Canvas students' views on the extent and nature of bullying.
- Ensure students know how to express worries and anxieties about bullying.
- Ensure all students are aware of the range of sanctions which may be applied against those engaging in bullying.
- Involve students in anti-bullying campaigns in College.
- Publicise the details of helplines and websites.
- Offer support to students who have been bullied.
- Work with students who have been perpetrators, in order to address the problems, they have.

8. Liaison with parents and carers

8.1 The College will:

- Ensure that parents/carers know who to contact if they are worried about bullying.
- Ensure that parents/carers know about the complaints procedure and how to use it.
- Ensure that parents/carers know where to access independent advice about bullying.
- Work with parents/carers and the local community to address issues beyond the College environment that give rise to bullying.

9. Monitoring and Review, Policy into Practice

9.1 The Corporation will review this Policy every 2 years, as well as if incidents occur that suggest the need for a review. A report on bullying will be presented at the Equality, Diversity and Inclusion Committee, details of which will be included in reports to Governors.

10. Responsibilities

10.1 This Policy will only work 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.

10.2 It is the responsibility of:

- all staff and governors to be aware of this policy and implement it accordingly.
- the Director of Personnel and Payroll to communicate the policy to all employees.
- the Assistant Principal – Student Experience and Welfare to communicate the policy to the College community.
- students to abide by the policy.

11. Data and Confidentiality

11.1 Instances of bullying allegations will be recorded in a central record on ProMonitor.

11.2 All personal and sensitive information will be managed in accordance with the General Data Protection Regulation (GDPR) 2018 and the Common Law Duty of Confidentiality.

11.3 There may be occasion where the College is obliged to disclose information, notwithstanding that the learner has refused consent:

- Where the learner's behaviour threatens their safety or safeguarding, and that of others.
- *Or* where the College would be liable to civil or criminal liability for failure to disclose.

12. Other Relevant Documents

12.1 This Policy links with a number of other College policies, practices and action plans including:

- Safeguarding Policy and Procedures
- Sexual Harassment & Sexual Violence Policy
- Maintaining Student Responsibility (MSR)
- Comments, Compliments and Complaints Procedure
- Health and Safety Policy
- Online-Safety Policy
- ID Badge Policy
- Anti-Bullying and Harassment Policy (staff)
- Data Protection Policy
- Equality and Diversity Policy
- Code of Conduct
- Freedom of Speech Policy
- Information for Students (booklet)
- Information for Students with learning difficulties and/or disabilities (booklet)
- College Charter

12.2 This document and the above documents can be found on the College website, Intranet and via the Information and Reception Desk (Southport College) or Main Reception (KGV Sixth Form)

13. Useful contacts

Safeguarding Team	01704 392821
Student Hub (Southport)	01704 392704
Reception (KGV Sixth Form)	01704 530601
Progress Tutors (16-18)	01704 392811