

# **NORTH WEST TRAINING COUNCIL**

## **ANTI BULLYING POLICY**

### **VERSION 1**

## **Statement of intent**

The aim of the anti-bullying policy is to ensure that learners learn in a supportive, caring and safe environment without fear of being bullied. Bullying is anti-social behaviour and affects everyone; it is unacceptable. We are committed to providing a caring, friendly and safe environment for all of our learners so they can learn in a relaxed and secure atmosphere. If bullying does occur, all learners should be able to tell and know that incidents will be dealt with promptly and effectively.

## **Why do we need an Anti-Bullying Policy?**

Persistent bullying can severely inhibit a learner's ability to learn effectively. The negative effects of bullying can have an impact on a person for their entire life. This training provider wishes to promote a secure and happy environment free from threat, harassment and any type of bullying behaviour. Therefore this policy promotes practices within the training provider to reinforce our vision, and to remove or discourage practices that negate them.

## **What is Bullying?**

Bullying occurs when an individual or a group uses strength or power to hurt, either physically or emotionally, by intimidating or demeaning others. Bullying can be emotional, physical, racist, homophobic, biphobic, transphobic, verbal or cyber. It is usually persistent and is often covert, and is a conscious attempt to hurt, threaten or frighten someone. Learners who are being bullied, may show changes in behaviour, such as becoming shy and nervous, feigning illness, taking unusual absences.

There may be evidence of changes in work patterns, lacking concentration or absence from training provider.

Bullying can take many forms including:

- Physical bullying which can include kicking, hitting, pushing and taking away belongings;
- Verbal bullying which includes name calling, mocking and making offensive comments;
- Emotional bullying which includes isolating an individual or spreading rumours about them;
- Cyber-bullying where technology is used to hurt an individual – for instance text messaging or posting messages/images on the internet or any form of social media
- Racist bullying occurs when bullying is motivated by racial, ethnic
- or cultural prejudice.
- Sexual bullying is where someone makes unwanted physical contact or makes sexually abusive comments.
- Homophobic and biphobic bullying occurs when bullying is motivated by a prejudice against lesbian, gay or bisexual people.
- Transphobic bullying occurs when bullying is motivated by a prejudice against people who identify as trans
- Disablist bullying occurs when bullying is motivated by a prejudice against people with any form of disability.
- Sexist bullying occurs when bullying is motivated by a prejudice against someone because of their gender.

The training provider is aware there is an increased risk of cyber bullying using e-mails, instant messenger, social networking sites, and public websites inappropriately. Therefore, our training provider has an ICT user's policy which all students sign.

## **Some warning signs that a student is being bullied**

- Changes in academic performance
- Appears anxious
- Regularly feeling sick or unwell.
- Reluctance to attend training provider.
- Clothes/bags torn or damaged.
- Money/possessions going missing.
- Unexplained cuts and bruises.
- Unexplained behaviour changes, e.g. moody, bad-tempered, tearful. Unhappiness.
- Loss of appetite. Not sleeping. Loss of weight
- Seen alone a lot
- Not very talkative

## **Some reasons why people bully**

- Desire to appear powerful
- Unhappiness
- Feelings of inadequacy
- Difficulties at home.
- Learned behaviour (They too have been bullied)

## **How to get help**

Who students can talk to if they have any concerns about bullying?

- Tutor/Instructor
- Member of Safeguarding Team
- Technical Training Assessor (TTA)

Students can feel confident that any of the above will listen to their problem.

Learners who have been bullied will be supported by:

1. Offering an immediate opportunity to discuss the experience with a Tutor/Instructor or member of staff of their choice
2. Reassuring the learner
3. Offering continuous support
4. Restoring self-esteem and confidence

Learners who have bullied will be helped by:

1. Discussing what happened
2. Discovering why the learner became involved
3. Establishing the wrong doing and need to change
4. Incident to be action planned and reviewed.

## **Anti Bullying Procedures**

It is made clear that bullying in any form is unacceptable. It will be taken seriously and dealt with promptly

### **Staff Responsibilities**

- To implement procedures to confront bullying in any form
- To listen to all parties involved in incidents
- To investigate incidents promptly and as fully as possible
- To take appropriate action or to refer to DSL or CEO as appropriate
- To record this with Safeguarding.

### **Policy Review**

The policy will be reviewed annually to assess its implementation and effectiveness.