



## Anti-bullying Policy

### 1.0 Statement of Intent

We are committed to providing a caring, friendly and safe environment for all of our children and young people so they can learn/participate in activities in a relaxed and secure atmosphere. Bullying of any kind is unacceptable at Youth Works. If bullying does occur, all children and young people should be able to tell and know that incidents will be dealt with promptly and effectively.

We are a TELLING organisation. This means that anyone who knows that bullying is happening is expected to tell the staff.

***This policy relates to the bullying of children/young people. Whilst the same principles apply to staff, any claims relating to bullying are dealt with under Youth Works' Grievance Procedures.***

### 2.0 What Is Bullying?

Bullying is a display of negative behaviour by an individual or a group, usually repeated over time, with the intention of hurting another individual or group either verbally, emotionally, or physically. Bullying results in pain and distress to the victim. Bullying can be:

- Emotional; being unfriendly, excluding, tormenting (e.g. hiding books, threatening gestures)
- Physical; pushing, kicking, hitting, punching or any use of violence
- Racist; racial taunts, graffiti, gestures
- Sexual; unwanted physical contact or sexually abusive comments
- Homophobic; because of, or focussing on, the issue of sexuality, including sexual orientation and transgenderism
- Verbal; name-calling, sarcasm, spreading rumours, teasing
- Cyber; all areas of internet, such as email & internet chat room misuse  
Mobile threats by text messaging & calls  
Misuse of associated technology, i.e. camera & video facilities

### 3.0 Signs and Symptoms

A child or young person may indicate by signs or behaviour that he or she is being bullied. Adults should be aware of these possible signs and that they should investigate if a child/young person:

- is frightened of walking to or from the centre/College/youth group
- doesn't want to go to their education or youth groups on the public bus
- changes their usual routine
- is unwilling to go to groups/lessons
- begins to truant
- becomes withdrawn anxious, or lacking in confidence
- starts stammering

- attempts or threatens suicide or runs away
- cries themselves to sleep at night or has nightmares
- feels ill in the morning
- begins to do poorly in College work
- comes home with clothes torn or books damaged
- has possessions which are damaged or "go missing"
- asks for money or starts stealing money (to pay bully)
- has dinner or other monies continually "lost"
- has unexplained cuts or bruises
- comes home starving (money / lunch has been stolen)
- becomes aggressive, disruptive or unreasonable
- is bullying other children or siblings
- stops eating
- is frightened to say what's wrong
- gives improbable excuses for any of the above
- is afraid to use the internet or mobile phone
- is nervous & jumpy when a cyber-message is received

These signs and behaviours could indicate other problems, but bullying should be considered a possibility and should be investigated.

#### **4.0 Why is it Important to Respond to Bullying?**

Bullying hurts. No one deserves to be a victim of bullying. Everybody has the right to be treated with respect. Individuals who are bullying need to learn different ways of behaving. As a Company, we have a responsibility to respond promptly and effectively to issues of bullying.

#### **5.0 Objectives of this Policy**

All Trustees, staff, volunteers, learners, partner agencies and parents and carers should understand what bullying is, Youth Works' policy on bullying and what will happen when bullying is reported.

As a College, we take bullying seriously. Children and young people and their parents and carers should be assured that they will be supported when bullying is reported.

Bullying will not be tolerated.

#### **6.0 Procedures**

1. Learners and staff should report bullying incidents to the learner's Key Worker who will work with the young people to resolve issues of bullying.
2. All incidents of bullying will be recorded.
3. For the victim, all incidents of bullying are serious. Where appropriate, parents or carers of the perpetrators and victims will be informed and asked to attend a meeting to discuss the problem.
4. If necessary and appropriate, police will be consulted.
5. The bullying behaviour or threats of bullying will be investigated and the bullying dealt with quickly.

6. Sanctions and counselling (if appropriate) will be put into place to support the victim and to help the bully/bullies change their behaviour.

### **7.0 Outcomes**

1. Apologies, restitution and behaviour contracts will be considered.
2. Other consequences/sanctions may be put in place, including suspension or even exclusion from activities/learning.
3. Where possible, the individuals will be reconciled.
4. After the incident / incidents have been investigated and dealt with, each case will be monitored to ensure repeated bullying does not take place.

### **8.0 Prevention**

Anti-bullying is a part of the curriculum at Youth Works. This involves:

- writing a set of ground rules;
- agreeing and signing a behaviour contract and agreeing and signing individual learning plans that include personal goals;
- having discussions about bullying and why it matters;
- group discussions and activities on cultural, personal and social identity through PSHEE sessions.

### **9.0 Records**

All incidents of bullying and action taken will be recorded on an Incident Log and kept on the learner's personal file.

This policy will be reviewed annually by the Board of Trustees.

Ratified by the Board of Trustees: 6 September 2019

Review due: 5 September 2020

## Appendix One – Helpful Organisations

Youth Works Northamptonshire Counselling Service	01536 518339
Advisory Centre for Education (ACE)	<a href="http://www.ace-ed.org.uk/">http://www.ace-ed.org.uk/</a>
Children's Legal Centre	<a href="http://childlawadvice.org.uk/clas/contact-child-law-advice/">http://childlawadvice.org.uk/clas/contact-child-law-advice/</a>
Young Minds Parent Helpline	0808 802 5544
Parentline Plus	0808 800 2222
Bullying Online	<a href="http://www.bullying.co.uk">www.bullying.co.uk</a>
CEOP	Online <a href="#">contact form</a> <a href="http://www.ceop.police.uk">www.ceop.police.uk</a> 0870 000 3344