



# EDC08 | Calman Colaiste College Anti-Bullying Policy and Procedure

## Document Information

Document:	EDC08   Calman Colaiste College Anti-Bullying Policy and Procedure
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## Document Publication & Review

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This document will be reviewed at least every 2 years, or sooner if legislation/guidance changes	
A full Change Log can be found at the back of this document	

## Equality, Diversity & Inclusion Statement

No person or group should suffer oppression or lack of opportunity because of a protected characteristic. Kisimul Group opposes all forms of unlawful discrimination, and we are committed to encouraging equality, diversity, fairness and inclusion in the application of our policies that everyone has equal access and feels welcome and at ease. To achieve this aim, the application and accessibility of our policies, and the decisions and outcomes arising from our policies, may be monitored to ensure their use is fair, equal and consistent irrespective of any characteristic as may be defined by the Equality Act 2010. This is to ensure that we are listening to people and appropriately understanding their needs, and are tailoring the way we interact and publish or act on our policies to ensure we are promoting equal access and opportunity at all times.



### 3. Definitions

#### 3.1 Advocacy

Per *Q30 Advocacy Policy and Procedure*: “Advocacy is taking action to help people say what they want, secure their rights, represent their interests and obtain services they need. Advocates and advocacy providers work in partnership with the people they support and take their side. Advocacy promotes social inclusion, equality and social justice

#### 3.2 Behaviours of Concern

Per : “Culturally abnormal behaviours of such intensity, frequency or duration that the physical safety of the person or others is likely to be placed in serious jeopardy

#### 4.2 The Group Executive Education Lead

Is responsible for implementing this policy at Calman Colaiste College, keeping it updated in line with current legislation and guidance, and facilitating any anti-bullying training which may be required, as outlined in [Section 9](#)

#### 4.3 Education Governance and Safeguarding Committee

Is responsible for providing strategic leadership and enhancing co-ordination between Calman Colaiste College and other establishments in the Kisimul Group, promote good, safe working practices for individuals supported and educated by Kisimul. This includes, but is not limited to, reviews of bullying and peer-on-peer incidents.

#### 4.4 The Headteacher

Is responsible for supporting Calman Colaiste College staff to access and understand this policy and its implications for their work, and to request any training which may be required on their behalf.

#### 4.5 All college staff

Are responsible for:

4.5.1 Attending all mandatory training as required and informing the headteacher if they need further training to perform any task requested of them.

4.5.2 Acting in the interests and safeguarding the wellbeing of every learner at all times

4.5.3 Maintain comprehensive records associated with any behaviours of concern, and recording any concerns in relation to the behaviour or presentation of a young person so that this may be picked up by colleagues and any changes noted and acted upon appropriately by the relevant clinical team.

### 5. Policy

5.1.1 In our college we must be mindful that certain behaviour patterns exhibited by young people will cause distress and anxiety to other young people (such as loud vocalisations or frequent physical outbursts). While these may not be purposely targeted at others, we should look to advocate for our young people and recognise potential symptoms within their presentation that suggest they are finding other young people's presentation challenging. We should also consider our learners' sensory and communication profiles, the best compatibility in peer groups, and thus reduce the risk of bullying incidents occurring.



## 7. Intervention Procedure

### 7.1 Immediate steps

7.1.1 If bullying is suspected or reported, the incident will be dealt with immediately by the member of staff who has been approached or witnessed

7.1.2 The first priority would always be to ensure the immediate welfare and safety of the young people affected.

7.1.3 Information about the incident is to be recorded on Ra (an online incident reporting tool), and the incident must be discussed at handover times and within team meetings.

7.1.4 A clear account of the incident will be recorded and given to the Headteacher, who will maintain a record of how the incident is dealt with and resolved.

7.1.5 Parents and relevant staff will be kept informed, and all staff will be requested to continually observe interactions between the young people. Risk assessments may need to be updated to reflect any patterns of behaviour that could cause anxiety to particular young people, whether this is purposeful or otherwise.

7.1.6 Helping perpetrators of bullying to understand the consequences of their actions, and the application of any sanctions will follow *EDCC06 Suspension and Exclusion Policy*.

### 7.2 Supporting victims

7.2.1 Offer reassurance, help and support to the victim, and show them that asking for help was the right thing to do.

7.2.2 Assure the victim that prompt action will be taken to stop the bullying and that if any reoccurrence of bullying takes place in the meantime, they will be supported by staff.

7.2.3 The college should have clear and visible displays that identify procedures for learners who feel anxious or worried about issues and who they can speak to. In most instances it is the familiarity and vigilance of staff who are working with the young person who will notice differences in presentation and engagement which could be the symptoms of bullying or discomfort with the actions of other young people.

### 7.3 Supporting (alleged) perpetrators

7.3.1 Explaining that he/she has been accused of bullying and ensuring appropriate boundaries are maintained to prevent re-occurrence.

7.3.2 Encouraging the perpetrator to understand the victim's point of view.





8.1.1 Openly discussing differences between people that can motivate bullying in the college curriculum, such as ethnicity, gender, disability, or sexual orientation. See *EDCC10 Calman Colaiste College Curriculum Policy*

8.1.2 Making it easy for children/young people to report bullying.

8.1.3 Creating an inclusive and open environment. See *EDCC11 Calman Colaiste College Equality, Diversity and Inclusion Policy and Procedure*.

8.1.4 Celebrating success and recognising achievement.

8.1.5 Provide effective staff training and highlight the bullying policies and practices in staff inductions.

8.1.6 Using lessons learned at regularly evaluate and update the college's and the wider Kisimul Group's approach to bullying.

## 9. Training Requirements

Kisimul will provide opportunities to:

9.1.1 Trainor provide information so all staff can identify all forms of bullying and take appropriate action, following the respective policy and procedures (including recording and reporting incidents).

9.1.2 Update staff on the latest research and publications around all forms of bullying and exploitation (including, for example online, peer-on-peer, child sexual exploitation and county lines), within the context of contextual safeguarding.

9.1.3 Consider a range of approaches for addressing bullying throughout the curriculum and

## 11. Linked Documents

### 11.1 Kisimul Policies

11.1.1 EDC02 Calman Colaiste College Safeguarding and Child Protection Policy Procedure

11.1.2 EDC06 Calman Colaiste College Suspension and Exclusion Policy and Procedure

11.1.3 EDC09 Calman Colaiste College Equality, Diversity and Inclusion Policy

11.1.4 EDC10 Calman Colaiste College Curriculum [(C)-8.5 (alm)7.5 8 >>BDC /TT1r.1Tw 2.56t.1  
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