



KLP – 010 Learner Anti-Harassment & Bullying Policy

LEARNER ANTI-HARASSMENT AND BULLYING POLICY

Policy statement

The following principles underpin this policy and are in accord with Group Horizon Mission Statement.

Bullying may be defined as follows: It is a deliberate misuse of power or influence. It can take the form of verbal or physical threat or action. It is intimidation, often repeated, of a victim(s) by a more powerful person(s) carried out with the intention of causing physical or emotional hurt. Where the intention may not be to deliberately cause hurt it can still be considered as bullying if the victim perceives it as so. There are three main types of bullying: 1 Physical – e.g., hitting, kicking: 2 Verbal – e.g. name calling, racist/sexist remark: 3 Indirect – e.g. rumours, taking things.

Group Horizon recognises the detrimental effects on learners and staff who may be subjected to bullying and will work efficiently to eradicate its occurrence.

Learners at Group Horizon are entitled to enjoy a secure, happy and friendly environment in which they can learn effectively. Group Horizon will do its utmost to establish and sustain such an environment.

All bullying is unacceptable, regardless of its form or which excuses are given to justify it.

Behaviour that would normally be reported to the police by a member of the public outside of Group Horizon e.g. assault or threat of violence, may also be reported if it takes place within Group Horizon premises or when learners are under Group Horizon supervision off the premises.

Group Horizon values all of its learners equally, regardless of age, ability, race, gender, religion, or sexual orientation. All victims of bullying will be treated in a supportive manner.

Scope

All learners enrolled at Group Horizon, staff and visitors will be covered and protected by this policy.

Legislation

Group Horizon's policy affirms its commitment to the current and any subsequent enacted legislation governing bullying, in particular:

- Human Rights Act 1998
- Disability Discrimination Act 2005
- Race Relations (Amendment) Act 2000
- Sex Discrimination (Gender Reassignment) Regulations 1999
- Special Educational Needs & Disability Discrimination Act 2001
- Employment Equality (Age Discrimination) Regulations 2006

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- The Equality Act 2010

Responsibilities

The Individual Responsibility of Learners

It is important that learners recognise the difficulties which staff may encounter in their efforts to ensure the effective implementation of the policy on combating bullying. In this regard learners are expected to:

Report all incidents of bullying to any member of staff that they feel comfortable with.

Act in a respectful and supportive manner to other learners reporting any suspected incidents which the victim may be afraid to report.

Refrain at all times from any behaviour which would contribute to the bullying of fellow learners.

Adhere to and promote the principles and practise of this policy.

The Role of parents/guardians, providers, sponsors, employers and other stakeholders.

Stressing to learners the importance of sociable behaviour.

Reporting any concerns they may have concerning either victims or perpetrators of bullying.

Actively supporting the policy on eradicating bullying.

The Individual Responsibilities of Staff

To embrace a whole Group Horizon approach that celebrates individuals and provides support for all learners.

To be familiar with the Group Horizon anti-bullying policy, procedures monitoring and protocols through attending training events which Group Horizon will provide on a regular basis.

To recognise that the responsibility for dealing with bullying incidents rests with staff and the Board.

To respond to parents/guardians, providers, sponsors employers and other stakeholders, queries and concerns positively and without delay.

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To keep written records of incidents on the bullying report form and to pass copies on to their line manager. within the agreed time scale.

Actions to Implement and Develop Policy

Group Horizon will establish, maintain and regularly review

The encouragement of staff to be proactive in combating bullying to serve as a good role model for learners.

Regularly reminding learners and staff that Group Horizon is an organisation in which reports of bullying will be heard sympathetically.

A quick response to any bullying.

Sanctions against bullies.

Support for victims of bullying.

The recording of all bullying incidents in a centrally held Log.

Factors which may influence the risk of bullying behaviour e.g. environment, supervision arrangements, routine and procedures, security, staff guidelines etc.

Communication of the policy to all staff, learners, providers, parents and other stakeholders.

The issue to all staff of guidelines which enable everyone to play an active role in combating bullying.

This policy which may be amended in light of experience, legislation, changing circumstances, etc.

This policy and Group Horizon ethos and protocols for dealing with bullying will be part of the induction process for staff and students.

The communication of anti-bullying information, help lines and contact details for reporting incidents through different media throughout Group Horizon.

Those individuals identified as Bullies will be offered guidance counselling and/or training with an anti-bullying specialist member of staff.

Monitoring & Evaluation

The Strand Lead will, on an annual basis, monitor and evaluate:

The number of reported incidents by staff and learners by location e.g. canteens, Group Horizon workshops etc.

The number of reported incidents by staff and learners over a given period;

The number of learner days lost reported as arising as a consequence of bullying;

The incidence of bullying as indicated by incident returns within given periods of different learner groups;

Examination of learner and staff comments through evaluation systems including evaluation sheets and course meetings and reviews;

Reviews of Action Plans agree with those identified as bullying;

The Strand Lead will report to the Directors and the HR Manager.