

ANTI-BULLYING POLICY

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Lambourne End Limited is committed to safeguarding the welfare of our staff, volunteers and the children, young people and vulnerable adults we work with. We aim to create a supportive, caring and safe environment where people feel welcome, respected and can flourish without fear of being bullied.

As such, Lambourne End Limited has a strong stance against bullying of any type, since it indicates a lack of appreciation and respect for the feelings of others. Bullying will not be tolerated and will be addressed.

This policy will be kept up to date, taking account of the Organisation and its work. The policy and the way it has operated will be reviewed every year.

PRINCIPLES

- Everyone has the right to visit Lambourne End Centre free from intimidation and fear.
- The needs of our children, young people and vulnerable adults are paramount.
- Lambourne End Centre will not tolerate bullying behaviour.
- Bullied individuals will be listened to.
- Reported incidents will be taken seriously and thoroughly investigated.

TYPES OF BULLYING

10.1.1 PHYSICAL – hitting, kicking, taking or hiding belongings

10.1.2 **VERBAL** – name calling, teasing, insulting, writing or sending unkind messages

10.1.3 **EMOTIONAL** – being intentionally unfriendly, excluding, giving tormenting looks, spreading rumors

10.1.4 CYBER – email and internet chat room misuse, mobile phone threats by text, calls, social media

Specific types of bullying include:

Bullying related to race, colour, religion or belief

Homophobic bullying

Bullying related to special education needs (SEN), disabilities, appearances or circumstance

Bullying using electronic forms of contact (cyber-bullying)

RESPONSIBILITIES

All staff should:

Foster people's self-esteem, self-respect and respect for others.

Demonstrate by example the high standards of personal and social behaviour we expect.

Be alert to the signs of distress and other possible indications of bullying – see below.

Listen to children, young people and vulnerable adults who have been bullied – take what they say seriously and act to support and protect them.

Report suspected cases of bullying to their manager or the Designated Safeguarding Officer promptly.

Everyone should work together to combat, and hopefully, eradicate all bullying.

Lambourne End Limited will ensure that all staff have an opportunity of discussing strategies to determine the appropriate procedures to deal with bullying.

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DEALING WITH INCIDENTS

If bullying is suspected or reported, the incident will be investigated and dealt with immediately by the member of staff approached.

All parties must be interviewed and a record made.

Staff working with the bullied child, young person or vulnerable adult will be informed.

If possible, parents will be informed.

SIGNS AND SYMPTOMS OF BULLYING

Many children, young people or adults do not speak out when they are being bullied but may indicate by signs or behaviour that they are being bullied. Adults should be aware of these possible signs and should investigate if a child, young person or vulnerable adult:

- is frightened or unwilling to attend an activity or take part
- doesn't want to get on public transport
- changes their usual routine
- 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
- uses excuses to miss school (headache, stomach ache etc)
- begins to suffer academically
- has torn clothes or damaged books
- has possessions which are damaged or "go missing"
- asks for money or starts stealing money (to pay bully) or has money continually "lost"
- has unexplained cuts or bruises or shows signs of being in a fight
- is hungry a lot of the time
- changes their eating habits (stops eating or over eats)
- becomes aggressive, disruptive or unreasonable
- is bullying other children or siblings
- goes to bed earlier than usual
- is unable to sleep
- wets the bed
- is frightened to say what's wrong
- gives unlikely excuses for any of the above
- is afraid to use the internet or mobile phone
- is nervous and jumpy when a text message or email is received

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

HANDLING COMPLAINTS

Lambourne End Limited will take all reasonable precautions to ensure bullying doesn't happen.

However, it is impossible to guarantee. Staff and volunteers are made aware of the infringements in place during their induction. Possible sanctions include:

- interview/counselling by Chief Executive Officer/Safeguarding Officer
- informing parents or carers
- referral to LA / Police.

The Designated Safeguarding Officer acts as first point of contact for any complaint. Any complaint about staff misuse is referred to the Chief Executive. See Complaints and Whistleblowing Policy.

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Signed: 

Date: 01/05/2019

Position: CEO

Date to be revised: 01/05/2020