

Anti-Bullying Guidance for Staff

The Company's Anti-Bullying Objectives:

- All staff and students to have an understanding of what bullying is and what the Company's anti-bullying policy is
- All staff and students to know that bullying and abusive behaviour will not be tolerated
- All staff and students to understand that bullying will be taken seriously and acted upon

Bullying defined:

Bullying is defined as "the use of superior strength or influence to intimidate (someone), typically to force them to do something." Bullying is essentially unwanted, aggressive behaviour that involves a real or perceived power imbalance. The behaviour is repeated, or has the potential to be repeated, over time and can be seen in both staff and student behaviour. Bullying can be:

- verbal (e.g. teasing, name-calling, inappropriate sexual comments, taunting, threats)
- physical (e.g. hitting, kicking, punching, pushing etc.)
- social (e.g. excluding people on purpose, spreading rumours, embarrassing others in public)

It is often covert and may take the form of cyber-bullying (cameras, texts, emails, social media etc.). Harassment – aggressive pressure or intimidation – is a common form of bullying.

Some forms of bullying are **illegal** and may be reported to the police. These include:

- violence or assault
- theft
- repeated harassment or intimidation, e.g. name-calling, threats and abusive phone calls, emails or text messages
- hate crimes

Possible signs of bullying (but not limited to):

- student becoming withdrawn, anxious, or reduced self-confidence
- student becomes aggressive, disruptive or unreasonable
- changes in the student's usual routine
- student starts stammering
- student attempts or threatens suicide or runs away
- student is frightened of attending classes / sessions
- sudden decrease in performance during classes / sessions
- student wanting to skip classes / sessions or trying to find reasons to do so
- student cries him/herself to sleep at night, has nightmares or starts wetting the bed
- student regularly feels ill / develops mysterious injuries
- student refusing to get on excursion / airport coach
- student's regularly "looses" his/ her pocket money
- student asks for money or starts stealing money / or other valuable items (to pay bully)
- student's possessions are getting damaged or go missing
- student has unexplained cuts or bruises

- student is bullying others
- student stops eating
- student is frightened and does not wish to speak to a member of staff
- student is afraid to use the internet or mobile phone
- student is nervous & tense when he / she receives a cyber message
- student becomes very sensitive over any nationality/race issues
- student gives improbable excuses for any of the above

Other problems could be behind the signs and behaviours mentioned above, however, bullying should be considered a possibility and should be investigated.

Bullying is mostly about **education** – teaching what is acceptable and what is bullying. Different nationalities will have different ideas, what one student construes as playful and/or just banter can be very upsetting and hurtful to another.