

Title:	14-16 Anti-Bullying Policy and Procedure	
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Introduction

New City College is a friendly and safe college and we wish to continue this reputation by rapidly following up any accusations of bullying. All students should be able to learn in a safe, secure and supportive environment. Our aim is to ensure that all students are able to report bullying to any member of staff and know that the issue will be taken seriously and dealt with promptly.

1. Responsibility and Implementation

- All staff, including governors, teaching and non-teaching staff, students and parents/carers should have an understanding of what bullying is and the college's position on bullying.
- All staff should know be aware of the college's policy and procedure towards bullying, and follow it when bullying is reported, or concerns about bullying have been raised.
- All students and parents should know what the college policy is towards bullying, and what they should do if bullying is reported, or concerns about bullying are raised.

2. Definition

Bullying can be:

- Physical
- Emotional – (unfriendly behaviour, excluding, tormenting, stealing or hiding personal possessions, threatening gestures)
- Racist -, graffiti, gestures, taunts
- Sexual - unwanted physical contact or sexually abusive comments
- Homophobic - because of, or focussing on the issue of sexuality
- Verbal - name-calling, sarcasm, spreading rumours, teasing
- Cyber - Internet, such as email & internet chat room misuse. Threats by text, messaging, and calls. Misuse of technology , i.e. camera & video facilities

3. Signs of Bullying

All staff should be aware of possible signs and symptoms of bullying including the following:

- Scared to walk to or from college
- Reluctance to use public transport
- Changes to their usual routine
- Poor attendance
- Withdrawn, or anxious
- Self-harm,
- Feeling ill
- Possessions are damaged or go missing
- Short of money
- Cuts or bruises
- Aggressive, disruptive or unreasonable behaviour

4. Procedures

- All concerns about bullying should be reported to a member of staff
- All incidents of bullying will be recorded by staff and stored confidentially
- When appropriate, parents/carers should be informed and will be asked to attend a meeting to discuss the issues
- All reports of bullying should be dealt with promptly and immediate steps taken to prevent the bullying from continuing
- When appropriate, bullying will be reported to external agencies, including the police.
- All victims of bullying should be provided with appropriate support to remain at college
- Students who are guilty of bullying will be supported to change their behaviour.
- The college's behaviour, disciplinary policy and other related procedures will be invoked when necessary
- All cases will be monitored to ensure that bullying does not continue

5. Linked Policies

- [Safeguarding Policy and Procedure](#)
- Student Behaviour and Disciplinary Policy


Review

Equality Impact Assessment: Completed: Y/N..... Date..... Signed..... Name.....

Additional Information:

Reference Associated Procedures:

This is the policy statement of Tower Hamlets College the overall responsibility for the policy is that of:

Signed: 	Name: Philip Martinez	Date: October 2017
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Policy Review Date: October 2018