1. Policy Introduction

Hull College Group is committed to providing a supportive, friendly and safe environment for all students so they can learn in a relaxed, supportive and secure environment. Hull College Group takes a zero-tolerance approach to all forms of bullying. If bullying does occur, all students should be able to tell a member of staff and know that incidents will be dealt with promptly and effectively, and that they will be supported. Hull College Group is a TELLING College. This means that anyone who knows that bullying is happening is expected to tell a member of staff who will deal with it.

2. Responsibility and implementation

- All 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 governors and teaching and non-teaching staff should know what the college's policy is 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.
- As a college we take bullying very seriously. Students and parents/carers should be assured that they will be supported when bullying is reported, or concerns about bullying are raised.

3. Policy details

- Any concerns about bullying should be reported to a member of staff; this could be a personal tutor, Head of School, Student Coach, college Counsellor, etc.
- All incidents of bullying will be recorded by staff and stored confidentially
- In serious cases of bullying parents/carers should be informed and will be asked to attend a meeting to discuss the problem and how it is to be tackled, and the support arrangements in place,
- The bullying behaviour or threats of bullying must be investigated without delay and the bullying stopped quickly
- In serious cases of bullying consideration will be given to involving the police
- Any student who is the victim of bullying must be provided with intensive support to remain at college
- An attempt will be made to help and support the bully (bullies) to change their
What is Bullying?
- Bullying is the use of aggression with the intention of hurting another person.
- Bullying results in pain and distress to the victim.
- Bullying can be:
  - Emotional - being unfriendly, excluding, tormenting (e.g. hiding personal possessions, threatening gestures)
  - Physical - pushing, kicking, hitting, punching or any use of violence
  - Racist - racial taunts, graffiti, gestures
  - 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 - All areas of internet, such as email & social network site misuse, mobile threats by text messaging & calls, misuse of associated technology, i.e. camera & video facilities

Why is it Important to Respond to Bullying?
Bullying hurts. No one deserves to be a victim of bullying. Everybody has the right to be safe and treated with respect. Students who are bullying need to learn different ways of behaving. Hull College Group has a responsibility to respond promptly and effectively to issues of bullying.

Signs and Symptoms of Bullying
A student may indicate by signs or behaviour that he or she is being bullied. All college staff should be aware of and alert to the following possible signs/symptoms of bullying and that they should investigate if a student:

- is frightened of walking to or from college
- does not want to use public transport
- changes their usual routine
- is unwilling to go to college
- their attendance begins to fall sharply
Key Policy underpinning the Group’s commitment to safeguarding and tackling bullying in all its forms

- becomes withdrawn, anxious, or lacking in confidence
- starts stammering
- attempts or threatens self-harm, suicide or runs away
- feels ill in the morning when arriving at college
- begins to do poorly in college work
- has possessions which are damaged or "go missing"
- asks for money or starts stealing money (to pay bully)
- has dinner or other monies continually "lost"
- has unexplained cuts or bruises
- becomes aggressive, disruptive or unreasonable
- is bullying other students
- stops eating
- is frightened to say what's wrong
- gives improbable excuses for any of the above
- is afraid to use the internet or mobile phone
- is nervous, jumpy or upset when a cyber message is received

These signs and behaviours are not exhaustive and could indicate other problems, but bullying should be considered a possibility and should therefore be investigated

4. Related documentation (policies, procedures or guidance)

- Safeguarding Policy
- Safeguarding Guidance
- Student Behaviour and Disciplinary Policy
- E-Safety Policy
- Praise and complaints policy
- Tutorial policy
- Student Journal
### 5. Procedure Checklist

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<thead>
<tr>
<th>Senior manager responsible</th>
<th>Group Head of Student Services</th>
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<tbody>
<tr>
<td>College Committee</td>
<td>Group Welfare Group</td>
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<tr>
<td>Date of next policy review</td>
<td>August 2018</td>
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<tr>
<td>Date Equality Analysis agreed</td>
<td>22/10/13</td>
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