



SALISBURY SIXTH FORM COLLEGE

BULLYING AND HARASSMENT GUIDANCE

Statement

S6C (Salisbury Sixth Form College) has a working Equality and Diversity Policy and opposes all forms of unlawful discrimination, harassment and bullying. This guidance aims to prevent any forms of harassment and bullying at S6C and detail the action to be taken to prevent any recurrence. It will address all forms of harassment and bullying within the College and covers all College users and employees, including students, parents, teachers, all other staff, Governors and visitors.

Every member of the college community, both staff and students should be able to attend college in safety and free from humiliation, oppression and abuse so they can work or learn in a relaxed, supportive, caring and secure environment.

The college's duty is to ensure that safeguarding permeates all activity and functions. This guidance therefore complements and supports policies including, but not limited to, the College's Safeguarding Policy, Behaviour and Discipline Policy, and E Safety and Acceptable Use guidance and adheres to the statutory guidance Keeping Children Safe in Education issued by the Department of Education and updated September 2023.

Specific Aims

- To ensure that all Governors, volunteers and members of the College community are aware of the types of behaviour which constitute harassment and bullying.
- To ensure all members of the College community understand that harassment and bullying is unacceptable, will not be tolerated and that appropriate measures will be taken.
- To promote a climate within the College where a member of the community feels confident in bringing forward issues of harassment and bullying without fear of victimisation or recrimination.

- To ensure that allegations of harassment and bullying are taken seriously for it can cause physical and psychological damage. They should be responded to quickly, positively and in confidence.
- To ensure that members of the college support each other by reporting all instances of bullying.
- To provide support, where possible, for victims of harassment and bullying, whether it takes place inside or outside of the College.

Scope and Definitions

Harassment is unwanted behaviour which you find offensive or which makes you feel intimidated or humiliated. It can happen on its own or alongside other forms of discrimination.

Unwanted behaviour could be spoken or written words or abuse, offensive emails, tweets or comments on social networking sites, images and graffiti, physical gestures, facial expressions or jokes.

The college views bullying to be the wilful and conscious desire to hurt, frighten or threaten another person or group, usually repeated over a period of time. It includes encouraging and manipulating others to bully. It may be overt and intimidatory but is often hidden and subtle.

Peer-on-peer abuse is generally referred to as child on child abuse and can be motivated by perceived differences e.g. on grounds of race, religion, gender, sexual orientation, disability or other differences. It can result in significant, long lasting and traumatic isolation, intimidation or violence to the victim.

One form of Child on Child abuse is Bullying, including Cyberbullying, prejudice based and discriminatory bullying.

Bullying is a form of harassment which sets out to intimidate, coerce, humiliate or undermine the individual to whom it is directed. Bullying is a deliberately hurtful behaviour which when repeated over time causes distress, and can lead to a range of unpleasant psychological or physical outcomes.

Bullying can be and includes for the purpose of this document:

- Cyberbullying
 - Electronic – threatening mobile phone messages/calls/texts or emails/internet chat room misuse, social network sites, threats by text messaging and telephone calls, and misuse of photographic technology, e.g. cameras and videos. This includes sexting or threatening and/or blackmailing a person to share images of that person or purporting to be that person or connected with them in some way.

Head of College: Ben Hillier (01722 597970) office@salisbury6c.ac.uk www.salisbury6c.ac.uk
66-78 Tollgate Road, Salisbury, SP1 2JJ

*Salisbury Sixth Form College— part of Magna Learning Partnership, a company limited by guarantee, registered in England and Wales
Number 7865850 – registered office c/o St Edmund's School, Church Road, Laverstock, Salisbury, SP1 1RD. An exempt charity.*

- Prejudice-based and discriminatory bullying is any type of direct physical or verbal bullying, indirect bullying or cyberbullying based on protected characteristics such as:
 - age
 - disability
 - gender reassignment
 - pregnancy and maternity
 - race
 - religion or cultural belief
 - sex
 - sexual orientation

Harassment is unlawful discrimination under the Equality Act 2010 if it's because of, or connected to, one of these protected characteristics.

Specific examples of prejudiced behaviours include:

- Homophobic – taunts or comments about an individual's sexual orientation
- Transphobic Unkindness due to someone's gender identity, their perceived gender identity or because they do not conform to culturally conventional gender roles.
- Racist – racial remarks or taunts, graffiti, gestures because of someone's colour and/or origin.
- Sexual/Sexist Unwanted physical contact or sexually abusive comments because of gender.
- Family related Unkindness because a child is adopted or is a carer, or the like.
- SEN/D Unkindness because of physical or mental disabilities or having Special Educational Needs.
- Emotional – excluding, tormenting, being unfriendly (e.g. hiding equipment, threatening gestures).
- Physical – threats of or the direct use of violence including pushing, kicking, hitting, punching or any use of violence, threatening or obscene gestures.
- Verbal – name-calling, spreading rumours, sarcasm, to individuals or groups

Procedures

The College policy is that harassment or bullying will not be tolerated and that all reported instances will be taken seriously and thoroughly investigated.

All staff, students and parents will be informed of the procedures to follow if bullying arises.

The policy applies to all students whilst on the college roll irrespective of whether the bullying takes place on or off College premises.

All staff have key roles to play in the identification of students who have been bullied or who are bullying others. In all cases of harassment or bullying of students, the relevant tutor should be

Head of College: Ben Hillier (01722 597970) office@salisbury6c.ac.uk www.salisbury6c.ac.uk
66-78 Tollgate Road, Salisbury, SP1 2JJ

*Salisbury Sixth Form College – part of Magna Learning Partnership, a company limited by guarantee, registered in England and Wales
Number 7865850 – registered office c/o St Edmund's School, Church Road, Laverstock, Salisbury, SP1 1RD. An exempt charity.*

informed and the Pastoral Lead involved where appropriate. Signs that a person is being harassed or bullied may include:

- becoming withdrawn and lacking in confidence
- absenteeism
- becoming anxious or withdrawn
- crying
- nightmares
- feeling ill
- becoming aggressive or unreasonable
- unexplained cuts or bruises
- unusually poor performance

What to do

Harassment or bullying will be treated very seriously and appropriate disciplinary action taken under the College disciplinary procedures where this is identified. All members of College staff have a responsibility to ensure that suspected bullying or harassment is investigated and dealt with immediately. All staff should ensure that the DSL or a Deputy DSL at the College is aware. The DSL or Deputy will ensure that an appropriate member of the Safeguarding and/or Pastoral Team is informed, and a named member of staff is assigned to give guidance as to further action and ensure that all members of staff that need to be aware are informed.

Actions to take if harassment or bullying is suspected include:

- Determining whether bullying has or has not taken place by talking to those involved
- Encouragement and the support of the recipient by taking the allegation seriously and investigating further
- Making it clear to the alleged bully that their behaviour is unacceptable and that it must stop
- Recording the details of the incident - document fully the details of the discussion e.g. when and where the alleged incident happened and what happened to make the person feel threatened on the designated Safeguarding MIS.
- Discuss the action you intend to take with their agreement and explain that you will give them feedback as soon as possible. This will be reported to the Pastoral Lead.
- Respond quickly to the allegation and similarly document fully the detail of the discussion with the alleged 'bully/ies' and final outcome.
- Students who have been bullied should be supported by being given an opportunity to discuss their experiences with a member of staff of their choice as well as being offered ongoing support.

Sanctions

A suitable sanction will be given in accordance with the college's Disciplinary Policy.

Head of College: Ben Hillier (01722 597970) office@salisbury6c.ac.uk www.salisbury6c.ac.uk
66-78 Tollgate Road, Salisbury, SP1 2JJ

*Salisbury Sixth Form College— part of Magna Learning Partnership, a company limited by guarantee, registered in England and Wales
Number 7865850 – registered office c/o St Edmund's School, Church Road, Laverstock, Salisbury, SP1 1RD. An exempt charity.*

- In some minor cases of bullying, challenging the bully may be sufficient for the behaviour to stop, as they may be unaware that their behaviour is offensive.
- In serious cases of bullying the College's disciplinary procedures will be followed.

If there is a disclosure about child on child abuse, all of the young people involved, whether perpetrator or victim, will be treated as being 'at risk'.

Although these sanctions will vary with the seriousness and the length of the offences, suspension may be employed if deemed appropriate in cases of severe and persistent bullying.

In very serious cases it may be necessary to make a report to the Police or Children's Social Care Services. However, it is the policy of the College to attempt to resolve such issues internally using our own disciplinary sanctions, unless the matter is of such gravity that a criminal prosecution is likely.

If you are the victim

- If you feel able to, confront the bully by verbally making them aware that you think that what they are doing is wrong.
- Share your feelings with someone else.
- If possible, talk to a member of staff, your Class Teacher, Tutor or a member of the Pastoral Team.
- If you would rather not go straight to a member of staff, make friends aware. They may well be able to advise on an appropriate course of action, or will be able to involve other people who can. There are also people outside the College who would be willing to help, for example Childline: 0800 1111 and Samaritans: 116 123.

If you are a pupil who witnesses bullying behaviour

- Support the victim by offering your friendship and make it clear that in your opinion what is happening to them is wrong.
- Encourage them to speak out on their own behalf by confronting the bully, or with their permission, confront the bully yourself.
- Accompany the victim to a trusted adult, or suggest that you see their Class Teacher or their Tutor, or a member of the Pastoral team.

What can we do to prevent bullying at S6C?

As a college community we will not allow cases of harassment or bullying to go unreported but will speak up, even at risk to ourselves.

This requires staff to:

- Be positive role models in word and action at all times
- Be observant of signs of distress or suspected incidents of bullying

Head of College: Ben Hillier (01722 597970) office@salisbury6c.ac.uk www.salisbury6c.ac.uk
66-78 Tollgate Road, Salisbury, SP1 2JJ

*Salisbury Sixth Form College— part of Magna Learning Partnership, a company limited by guarantee, registered in England and Wales
Number 7865850 – registered office c/o St Edmund's School, Church Road, Laverstock, Salisbury, SP1 1RD. An exempt charity.*

- Take steps to help victims and remove sources of distress without placing the victim at further risk
- Not encouraging retaliation.

This requires students to:

- Refuse to be involved in any bullying situation.
- If appropriate, take some preventative action if present when bullying occurs OR
- Report the incident or suspected incident to any member of staff and thereby help break down the code of secrecy.

This requires the college to:

- Inform parents that it will not tolerate bullying
- Take a positive approach to educating students to combat bullying
- Recognise that both the bullied and the bullies need appropriate support
- Raise the awareness of staff about bullying via training and ensure all members of staff are aware of the policy and procedures, especially with regard to the monitoring of any strategies put in place
- Take any action that is reasonable to reduce the risk of bullying at times and places where it is most likely
- Use Life Skills tutorial sessions, personal development day on healthy relationships and assemblies to explore the nature of bullying, the reasons it might occur and to suggest strategies for dealing with it

The College recommends that parents of anyone being bullied should:

- Watch for signs of distress in their child
- Take an active interest in their child's social life and acquaintances
- Advise their child to tell a member of staff about the incident. If possible allow students to report and deal with the problem themselves for much respect and confidence can be gained from this course of action
- Inform the College if bullying is suspected
- Not encourage retaliation
- Be willing to attend interviews at the College if their child has been involved in any bullying incidents.

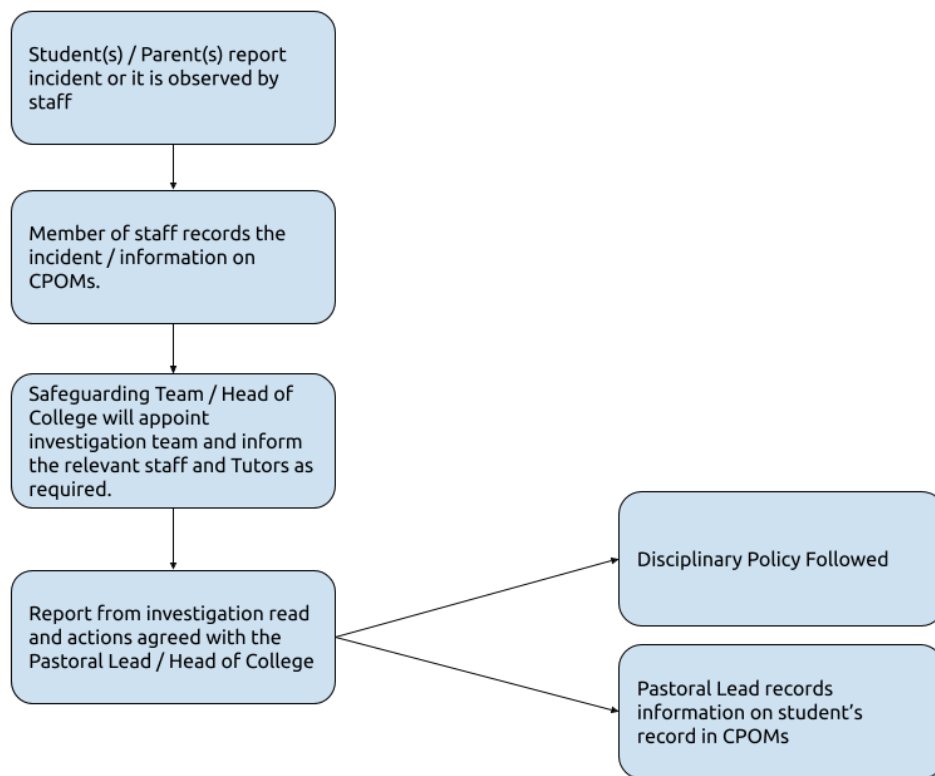
The College recommends that parents of bullies should:

- Discuss the issues with their child
- Be willing to attend college for discussions
- Join with the college in any measures which are taken to resolve the matter

Head of College: Ben Hillier (01722 597970) office@salisbury6c.ac.uk www.salisbury6c.ac.uk
66-78 Tollgate Road, Salisbury, SP1 2JJ

*Salisbury Sixth Form College— part of Magna Learning Partnership, a company limited by guarantee, registered in England and Wales
Number 7865850 – registered office c/o St Edmund's School, Church Road, Laverstock, Salisbury, SP1 1RD. An exempt charity.*

Flowchart for referring bullying incidents:



Reviewed: April 2025

Next Review: April 2026

Reviewed: Designated Safeguarding Lead

Head of College: Ben Hillier (01722 597970) office@salisbury6c.ac.uk www.salisbury6c.ac.uk
66-78 Tollgate Road, Salisbury, SP1 2JJ

Salisbury Sixth Form College— part of Magna Learning Partnership, a company limited by guarantee, registered in England and Wales
Number 7865850 – registered office c/o St Edmund's School, Church Road, Laverstock, Salisbury, SP1 1RD. An exempt charity.