



**THE CITY OF
LEICESTER**
COLLEGE

Anti-Bullying Policy

2024-2025

Approved by:	FGB	Date: 19 th May 2025
Last reviewed on:	April 2025	
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Chair of Governors:	<i>J S Andrews</i>	

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1. Aims

This policy will help staff to achieve the vision of the school, which is

- To build and maintain an anti-bullying ethos within the TCOLC community
- To ensure all staff, students, parents and carers have a clear understanding of what bullying behaviour is
- To ensure all governors and staff know and understand TCOLC's policy on bullying and follow it when bullying is suspected or reported
- To ensure that all students, parents and carers know TCOLC's policy on bullying and feel confident to report possible incidents of bullying
- To challenge attitudes about bullying behaviour
- To increase understanding for students who are victims of bullying

At TCOLC we believe that everyone has the right to learn in a safe and calm community free from bullying and discrimination. Through our TCOLC Character pillars we teach students the importance of respect, civility and citizenship. This policy will draw upon these core values to illustrate how bullying can be prevented and resolved, in order to facilitate a community which allows students to recognise and accept difference, be ambitious and to make a positive difference.

This policy should be read in conjunction with the following policies:

- Keeping Children Safe in Education
- Safeguarding and Child Protection Policy
- Behaviour policy
- Mental Health Policy
- Online safety and acceptable use policy
- PSHE policy

2. Definition of Bullying

The Anti-Bullying Alliance defines bullying as:

'The repetitive, intentional hurting of one person or group by another person or group, where the relationship involves an imbalance of power. It can happen face to face or online.'

This can include:

- **Physical bullying** – physical action intended to hurt or intimidate another person e.g. hitting, punching, kicking
- **Verbal bullying** – using cruel or abusive language (written or spoken) to hurt another person e.g. name calling, teasing, threatening
- **Psychological bullying** – using actions and behaviours intended to have a detrimental effect on a person's mental health and wellbeing
- **Sexual bullying** – targeting someone with sexual actions or comments
- **Cyber bullying** – using electronic communication to hurt another person e.g. sending abusive texts, e-mails, or messages via social media

Some bullying actions might fall into more than one of these groups, while others may not obviously fit into any of them.

Some bullying behaviours may break the law and may be reported to the Police by the college in line with our safeguarding responsibilities:

- Violence and assault
- Repeated harassment or intimidation, e.g. name calling, threats and abusive phone calls, emails or text messages, sexual harassment, peer on peer abuse
- Hate crimes - Any incident which may or may not constitute a criminal offence, which is perceived by the victim or any other person, as being motivated by prejudice or hate based on Social Class, Sexuality, Race, Disability, Gender, Religion, Physique, Difference

Vulnerable Groups

TCOLC recognises that specific groups of students are particularly vulnerable to bullying. These include:

- children and young people with Special Educational Needs and Disabilities (SEND)
- young carers
- Black and Minority Ethnic (BME)
- those who are, or thought to be lesbian, gay, bisexual, transgender, queer, questioning, intersexual, asexual or pansexual (LGBTQ+)

Bullying is *not*:

- An argument between two students where both have been guilty of similarly offensive or threatening remarks
- A physical altercation between two students in which both have been willing participants
- When someone says or does something unintentionally hurtful and they do it once, that is 'rude'
- When someone says or does something intentionally hurtful and they do it once, that is 'mean'

RUDE vs. MEAN vs. BULLYING

When someone says or does something *unintentionally* hurtful and they do it *once*, that's **RUDE.**

When someone says or does something *intentionally* hurtful and they do it *once*, that's **MEAN.**

When someone says or does something *intentionally* hurtful and they *keep doing it* - even when you tell them to stop or show them you are upset; that's **BULLYING.**

THE CITY OF LEICESTER COLLEGE

TCOLC does not tolerate ANY form of BULLYING

M Moral Character
When making difficult decisions and choosing right over wrong.

Values;
• Respect
• Honesty

3. Prevention

Extensive work in supporting students' transition from primary school to TCOLC, including school visits by Mr. Cook - Director of Pastoral, Heads of Year and other staff, and collection of data relating to peer relationships.

All students receive a clear message through termly assemblies by Mr. Cook, and Character education during registration sessions, that bullying will not be tolerated.

All students receive a clear message that there is always someone in college to whom they can talk to:

- Form Tutor
- Head of Year
- Mr. Cook
- Mentors
- Teaching Assistants
- members of the Pastoral Team
- any member of staff
- Student Councillors
- College Captain
- Or via email address antibullying@tcolc.aspirelp.uk

All students are informed that when they report an incident, they will be listened to; it will be determined whether the behaviour experienced was repetitive, hurtful, and intentional; if it meets the bullying criteria, it will be recorded on CPOMs; and the incident will be followed up.

The school takes part in activities during National Anti-Bullying week, and regular activities throughout the academic year, including Anti-Bullying assemblies, Anti-Bullying Do Nows and registration activities.

The Personal Social and Health Education (PSHE) programme supports students in developing positive relationships, encouraging students to access support, showing them how to assess risk, and how to keep themselves safe.

The Student Leadership – including the College Captain and Student Councils – receive anti-bullying and protected characteristic training so that students can access support and advice from their peers, supported and monitored by Mr. Cook.

Lunchtime duty staff and the Senior Leadership team are a visible presence around College at break and lunch times to ensure students feel safe.

All students can access support and advice via The Hive.

Colleagues who deal with incidents on a day-to-day basis receive annual specific training for dealing with bullying incidents.

All college staff receive regular training and updates on Anti- Bullying work as part of their on-going professional development.

New staff receive relevant training as part of their induction programme to TCOLC.

All students in Y7 to Y11 complete a bullying survey on two occasions during the academic year.

Bullying survey results are analysed, shared with staff and students, and used to inform actions, including the identification of bullying issues impacting on specific year / tutor groups / individuals.

Anti-Bullying Education Sessions following up the highlighted issues with those groups / individuals, conducted by Mr. Cook.

Kindness is promoted as an alternative to Bullying, in Assembly by Mr. Cook, via Character Pillar sessions in registration times and by the College Captain and Student Councils.

4. Response

In a situation where bullying behaviour has been identified, a number of strategies are normally employed:

- Parents of all students involved will be notified as soon as possible - we work together with parents, and the community, in supporting our students
- Facts are established, students are interviewed separately, statements are taken
- The incident is reported and recorded on CPOMs
- The victim is supported before and after
- The perpetrator is educated in anti-bullying, and may be sanctioned e.g. C3, C4, loss of social time, suspension, permanent exclusion
- Reconciliation / mediation may be used where applicable
- Repeat offenders experience an escalation in their sanctions / anti-bullying programme

The anti-bullying programme is rolled out in three phases:

- ❖ In Phase 1, Mr. Cook takes the perpetrator(s) through the Anti-Bullying presentation, with particular emphasis on the Protected Characteristics and the impact of bullying on the victim(s). The perpetrator is monitored for improvements in their behaviour.
- ❖ In Phase 2, Mr. Cook assists the perpetrator in completing and discussing Anti-Bullying worksheets. The perpetrator is monitored for improvements in their behaviour.
- ❖ In Phase 3, Mr. Drury – Assistant Head i/c Pastoral initiates the process of moving the perpetrator to another school.

Alongside possible sanctions, all students involved in the bullying incident will have access to support from a member of the Pastoral Team. This may include 1-1 mentoring or group interventions

5. Reporting

Procedure to follow if you are a victim and wish to report a possible bullying incident:

You can report an incident to

- Your Form Tutor
- Your Head of Year
- Director of Pastoral - Mr. Cook
- Your Mentor
- A Teaching Assistant
- A member of the Pastoral Team
- Any member of staff
- Your Student Councillor
- The College Captain
- Or via the email address antibullying@tcolc.aspirelp.uk

Procedure to follow if you are a student and witness bullying against someone else:

- Don't help the bully by joining in – this often makes things harder to sort out
- Let a teacher or other adult know what's happening – see above list
- Try to be a friend to the person being bullied

Procedure to follow if you are a teacher and witness bullying or have bullying reported to you:

- If a student comes to you, you are important to them
- Provide a time to listen to the student
- Be aware of the range of strategies available and either act yourself or ensure you have passed the concern on to someone who will act on it (Form Tutor, Head of Year, member of the Pastoral Team)
- Follow up on the concerns to see if the student is feeling more confident
- If applicable, let parents know that concerns have been expressed and the strategies you will try, to help and support the student
- Reassure the student that they have been listened to
- Always challenge comments that are racist, sexist or homophobic so that respect for others becomes the 'norm'

There is a **Head of Year** (HoY) attached to Years 7 – 13. They will deal with serious incidents of bullying: -

Contact List

Role	Name	Email
Head of Year 7	Miss P Pratt	ppratt@tcolc.aspirelp.uk
Head of Year 8	Ms S Powell	spowell@tcolc.aspirelp.uk
Head of Year 9	Miss L Bevins	lbevins@tcolc.aspirelp.uk
Head of Year 10	Miss P Thrower	pthrower@tcolc.aspirelp.uk
Head of Year 11	Miss K Frederick	kfrederick@tcolc.aspirelp.uk
Head of Year 12 and 13	Mr J Rana	irana@tcolc.aspirelp.uk

Behaviour Support Worker	Miss A Maan
Senior Deputy Head Teacher (Pastoral & Safeguarding)	Ms J Walton

Members of the Pastoral Team record all incidents relating to bullying on CPOMs and actively work with students to help resolve issues in college.

Procedure to follow if you are a parent and wish to report a possible bullying incident:

- Report the incident to school staff immediately
- In the first instance please make contact with your child’s form tutor
- If you have general concerns related to Anti-bullying work at The City of Leicester College, please contact our Director of Pastoral Mr Steff Cook, Assistant Head Teacher (Pastoral) Mr Warren Drury or Ms Amy Lidbury on 0116 2413984.

Complaints procedure

If you are unhappy about the way in which an incident has been dealt with, please contact our Assistant Head Teachers in charge of Pastoral Mr Warren Drury or Ms Amy Lidbury, the Head Teacher Mr Ken Vernon, or in writing to our link anti-bullying governor, Mr J Andrews, via the college address.

Social Media

The City of Leicester College advises all students from Years 7 to 9 not to use any form of social media.

Studies show the negative impact that the use of social media can have on young people between the age of 10 to 14.

We advise parents not to allow their children to use these platforms, in order to safeguard their child’s health and well-being.

The college’s approach to dealing with issues that occur on social media is that the college will only take into account serious incidents that have an impact on a student’s learning.

Anti-bullying is a regular agenda item in the Governors’ meetings, where support and challenge is provided in developing this aspect.

Information is also reported back to the Senior Leadership Team (SLT), who devise appropriate strategies such as supporting specific year groups or form groups as required.

These measures are used to review the effectiveness of the policy and will inform future development to ensure that bullying is dealt with effectively at The City of Leicester College.

Consultation and distribution arrangements

This policy has been drawn up in consultation with the Year Group Councils and the Governors' Personal Development, Behaviour and Welfare Committee. The policy is available to view on the school website

6. Links and Support

Useful websites:

Beat Bullying: www.beatbullying.org

Childline: www.childline.org.uk

The Diana Award: www.diana-award.org.uk

Family Lives: www.familylives.org.uk

Kidscape: www.kidscape.org.uk

MindEd: www.minded.org.uk

NSPCC: www.nspcc.org.uk

Victim Support: www.victimsupport.org.uk

Young Minds: www.youngminds.org.uk

Cyberbullying:

Childnet International: www.childnet.com

Digizen: www.digizen.org

Think U Know: www.thinkuknow.co.uk

LGBTQ:

EACH: www.eachaction.org.uk

Pace: www.pacehealth.org.uk

Stonewall: www.stonewall.org.uk

SEND:

Changing Faces:

www.changingfaces.org.uk

Mencap:

www.mencap.org.uk

Racism and Hate:

Anne Frank Trust:

www.annefrank.org.uk

Kick It Out:

www.kickitout.org

Report It: www.report-it.org.uk

Stop Hate: www.stophateuk.org

Useful Publications:

Preventing and Dealing with Bullying; 101 top tips for parents (Dr Julia Casey) available via

www.futurelinkpublishing.co.uk