



2025-2026

Hampstead Fine Arts

Anti Bullying Policy

This policy complies with the *ISI Regulatory Requirements*. It incorporates advice from the DfE in *Preventing and Tackling Bullying, October 2017*. It also takes account of the *Equality Act 2010*.

This policy should be read in conjunction with our policies on *Behaviour and Sanctions*, *Safeguarding and Child Protection*, *the Curriculum Policy*, *Student and Parent Social Media Policy* and *PSHE (Well-being and Enrichment)*.

The aim of this policy is to establish an anti-bullying strategy at Hampstead Fine Arts College that considers the needs of all students and their right to feel safe and respected. Our intention is to provide an inclusive, effective environment for learning, free from intimidation, humiliation, oppression, prejudice, and discrimination. We aim to move quickly and effectively to investigate and act upon any allegations of bullying behaviour affecting members of the College, whether perpetrated inside or outside the College. We promote good social behaviour through example, a caring, considerate ethos, the PSHE programme, Enrichment talks and Personal Tutorials. We reward exceptional contributions to College life in our end-of-year prize-giving and celebrate our students in our fortnightly newsletter.

This policy covers actions both inside and outside College, both during and outside College hours.

Definition of bullying

Bullying is an action or actions repeated over a period of time that intentionally hurts another student or group of students physically or emotionally. It may be motivated by prejudice against characteristics or perceived differences such as race, religion, culture, gender, sexuality, age, special educational needs and/or disabilities, family background (such as being adopted or being a carer), ability, appearance, speech, dress or behaviour.

Bullying can be:

- direct physical bullying (pushing, hitting, punching, kicking).
- direct verbal bullying (for example speaking abuse to another, name-calling, insulting someone, using verbal threats, offensive mimicry of accent and/or pretending not to understand what is said, using discriminatory language, questioning the appearance or behaviour of another in a critical way, pressuring another to take actions they do not want to take).
- indirect bullying, also known as social bullying or relational bullying (for example spreading rumours, social exclusion, disclosing another's secrets to a third party, graffiti).
- cyberbullying using electronic media, such as email and texts, chat rooms, blogs and social media/networking sites, sharing derogatory videos and photos via electronic devices

Bullying can cause physical or emotional harm. It can cause serious psychological damage, lead to self-harm and mental health problems and can interfere with a student's ability to learn

and to develop normally.

The difference between bullying and other hurtful behaviour

Our definition of bullying does not include conflict and/or friendship problems between children and young people or one-off incidents. These problems will still be taken seriously and dealt with immediately to prevent them developing into bullying behaviour.

Child Protection and Safeguarding

This policy will ensure that College meets its statutory duty under section 175 of the *Education Act 2002* and the *Children Act 1989*:

A bullying incident will be addressed as a child protection concern when there is 'reasonable cause to suspect that a child is suffering, or is likely to suffer, significant harm'. Where this is the case, staff must report concerns to the College Designated Safeguarding Lead (DSL) Julie Cope, DDSL Oonagh Ryan, DDSL Matthew Peters

Camden's Children and Families Contact Service; 020 7974 3317.

Bullying and the law

Although bullying in itself is not a criminal offence there are some types of harassment and threatening behaviour or communication that could be a criminal offence, for example under the *Protection from Harassment Act 1997*, the *Malicious Communications Act 1988*, the *Communications Act 2003* and the *Public Order Act 1986*.

The College will report bullying to external agencies such as the police or the local authority's children's services (MASH) if it is thought that a child is at risk of serious harm. *Please see the College Safeguarding and Child Protection Policy Paragraph 3 Children at the Risk of Serious Harm.*

Promoting good behaviour in College

The *Student Handbook* makes clear the behaviour that is expected of students, including our anti bullying policy and measures that will be taken to deal with bullying. Bullying, including cyber bullying, is discussed in PSHE lessons, Enrichment talks and in Personal Tutorials and the students are encouraged to contribute ideas to the College Anti-bullying policy. Cyber bullying is also referred to in our Student and Parent Social Media Policy. Students are made aware of who they can speak to in College about bullying concerns, whether they are victims or observers and posters are displayed around the College giving this information along with the contact details for outside organisations that provide advice, such as Childline. Staff and Student training in child protection and safeguarding includes advice on identifying and dealing with bullying behaviour.

We carry out annual surveys asking parents and students how safe students feel in College, whether they have experienced or seen bullying and how well they feel the College deals with bullying. These surveys are reviewed annually by the College Senior Leadership Team and inform our policies.

It is expected that parents will actively promote our College anti-bullying policy by being aware of the policy and its contents and reinforcing its message at home. If problems arise, we would expect the full support of parents in dealing with these.

E-Safety

Our e-safety policies describe the acceptable use of the internet for both students, staff, parents and visitors and warns against inappropriate messaging or posts. Internet access is monitored in College and use of inappropriate sites is forbidden. Staff are vigilant in College and we urge parents to also monitor the internet communications of their child.

Staff Training: all staff receive training in safeguarding and child protection, and this includes training about guarding against, identifying and dealing with incidents of bullying.

Reporting bullying or suspicions about bullying

Students (or parents) who have concerns that bullying may be taking place, either against themselves or another student, should in the first instance speak to the student's Head of Year or Personal Tutor. Alternatively, if anonymity is a concern, a letter may be written to the College or a note placed in the Pupil Voice letterbox in the common room. Students may also speak to the Designated Safeguarding lead, the DDSLs, the Head or the Principal.

The Head of Year or Personal Tutor may be able to deal with the matter themselves or may pass information to the Designated Safeguarding Lead (DSL), Julie Cope or the deputy DSL's Oonagh Ryan, Matthew Peters or the Head. In the case of allegations of serious bullying where the child is at risk of physical or mental harm, both the victim and perpetrator will be referred to the appropriate Local Authority by the DSL. The Head, Deputy Heads and the Principal will be kept informed.

Students may also want to speak to an outside organisation for advice or support. Help is available for example from Childline, Kidscape, Bullying Online and others. See the end of this policy for contact details, which are also displayed on posters in College. There are also organisations that advise parents; please see details at the end of this policy.

College strategy for dealing with allegations of bullying

Please refer to FAC Child protection and safeguarding policy.

- When bullying is observed or reported, members of staff, either the students' Heads of Year, Personal Tutors, the DSL or her deputy, the Head or one of the Deputy Heads, will speak separately to the students involved to establish the facts.
- Staff may speak to other students who may have been present or in receipt of electronic messages and who therefore have been able to observe the incident(s).
- Staff involved in these talks will meet to discuss the findings and further action to be taken.
- If appropriate, staff will contact the parents of the alleged victim(s) and alleged perpetrator(s) to discuss the situation and if possible, to gather further information.
- If the allegations are proved to be fact, members of staff will speak again to the perpetrator(s) to explain why the behaviour is wrong and to encourage them to see this for themselves. It will be made clear that the College has a zero-tolerance approach to bullying.
- The perpetrator will be expected to apologise for their actions and to agree to stop

their behaviour. It may be appropriate for the perpetrator(s) and victim(s) to meet, together with College staff, to discuss the situation.

- Parents will be kept informed of how the incident is being dealt with, any appropriate supportive action that can be taken at home and whether the bullying has stopped.
- Formal sanctions as listed in our *Behaviour and Sanctions Policy* may be used if appropriate, including temporary or permanent exclusion. Any sanction used will depend on the severity and persistence of the bullying behaviour. It may be appropriate to take the victim's views into account when deciding action or sanctions.
- College staff will monitor the situation and intervene if the bullying appears to be continuing or to have started again.
- A record will be kept on CPOMS of bullying allegations and how they were dealt with. Records are regularly reviewed to ensure there is a 'big picture' across the College and across departments. The governors are informed, at regular diarised review meetings, of bullying incidents, how they were dealt with and how they were subsequently monitored. This and the records of these regular review meetings constitutes the governors' monitoring process.
- Staff will talk further with the victim to see if they could benefit from further support such as counselling or from help in strengthening social skills. Parents will be kept informed as necessary.
- The bully or bullies will also be supported by conversations with the DSL, and with the student's Head of Year or Personal Tutor as appropriate. Advice on external counselling will also be offered. Please see the supporting organisations listed at the end of this policy and in the Anti Bullying Posters around the College. If the bullying is of a serious nature the bully or bullies will be referred to the appropriate Local Authority.
- Discussions with the perpetrator(s) will try to find out if there are underlying reasons for their behaviour and if they could benefit from support to help them manage their behaviour and/or develop their personal and social skills. Parents will be kept informed, as necessary.
- A conversation will take place with any other students who may have been involved as friends or observers to explain the outcome of the investigation as appropriate and to make sure there are no further concerns.
- In the case of allegations of serious bullying where the child is at risk of serious physical or mental harm, both the victim and perpetrator will be referred to the police and appropriate Local Authority by the DSL. The Head, Deputy Heads and the Principal will be kept informed.
- College staff may consult and take advice from Camden's Children and Families Contact Service without identifying the students involved. Anyone can make a referral.

Further support Organisations providing advice and support for students:

Bullying Online

Provides an email advice service for children and young people as well as online help and information, for schools as well as pupils.

www.bullying.co.uk

Leap Confronting Conflict

Provides opportunities, regionally and nationally, for young people and adults to explore creative approaches to conflict in their lives.

Tel: 020 7272 5630

<https://leapconfrontingconflict.org.uk>

ChildLine

Offers a free, 24-hour helpline and confidential advice service for children.

Tel: 0800 1111. You can also email, text and have an online chat with a counsellor at Childline. www.childline.org.uk

Kidscape

Provides training for professionals, courses for bullied children, a helpline for parents of bullied children and books, videos, free booklets and leaflets about the prevention of bullying, many in several languages.

Tel: 020 7730 3300 **Parents Helpline** 08451 205 204

www.kidscape.org.uk

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Updated by: JC