



THE BRITISH RACING SCHOOL

Anti-Bullying Policy

Reviewed:	November 2017
By:	Lawrie Gillespie
Review Date:	November 2018

This Policy links to:

Keeping Children Safe in Education 2016
BRS Safeguarding Policy
Equality & Diversity Statement
Whistle Blowing Policy

STATEMENT OF PRINCIPLE

The BRS is committed to creating and sustaining a safe, positive and inclusive environment for all trainees, parents/carers and staff. We believe that everyone has the right to feel emotionally and physically safe while attending the school or workplace whilst on the BRS programme. As such, the BRS adopts a zero tolerance attitude to bullying of any sort.

The policy aims to ensure that individual cases of bullying will be dealt with consistently and in a constructive manner when they occur. The BRS aims are to:

1. Support and counsel the victim
2. Correct the behaviour of those responsible
3. Ensure that trustees and staff know and understand the policy on bullying and follow it when an incidence of bullying is suspected or reported
4. Challenge attitudes about bullying behaviour
5. Build and sustain an anti-bullying ethos at the BRS

Definition

Bullying is when one or more persons physically, emotionally or psychologically hurt or cause harm to an individual(s) who are in a weaker position than him/her/them and are less able to defend themselves. It can be a one off incident, but is more commonly repeated over a period of time and consists of a series of different incidents. Anyone can be or become the target of bullying.

BULLYING IS THE ABUSE OF POWER BY ONE PERSON OVER ANOTHER.

Different Types of Bullying:

- **Physical** – hitting, kicking, spitting, tripping, theft of belongings etc.
- **Verbal** – Name calling, insulting a person's family, threats of physical violence, Spreading rumours or constantly putting someone down.
- **Emotional/Psychological** – Excluding someone from a group, tormenting, ridicule, humiliating (especially in front of others) or ignoring.
- **Sexual** – Unwanted physical contact, abusive comments, sexually insulting gestures, etc.
- **Racist** – Insulting language or gestures based on a person's actual or perceived ethnic origin or faith, name calling, graffiti or racially motivated violence.
- **Homophobic** - Insulting language or gestures based on a person's actual or perceived sexuality, name calling, graffiti or homophobic violence.
- **Cyber/Electronic** – By text message, by e-mail, on the internet (including social media, chat rooms, bulletin boards, instant messaging services or hate web-sites).

All of the behaviours listed above may cause a considerable amount of stress to young people or vulnerable adults, it can affect their health and development and in extreme cases cause significant harm (e.g. self-harm) or at worst death through suicide.

Signs/Indicators

- **Physical** – Bruises, scratches, cuts, damaged clothing/belongings.
- **Health** – Loss of appetite, stomach aches, headaches, soiling clothes or bed.
- **Behavioural changes** – Reduced concentration, drop in performance in training or work, becoming withdrawn, clingy, depressed, mood swings, reluctance to go to certain places or be around certain people.
- **Emotional** – **High levels of anxiety, refusal to speak about problems and unusual displays of temper.**
- **Shortages** – Money or possessions.

Responsibilities

- **Trustees and SMT** – Supporting the implementation of the BRS Anti Bullying Policy and helping to raise awareness of it.
- **DSLs/SMT** – Recording information on incidents of bullying in accordance with policy.
Dealing with incidents of bullying in accordance with BRS policy.
Contacting/working with parents /carers of both trainees making allegations or showing signs of bullying and those being accused or suspected of bullying.
Contacting/working with external agencies where appropriate.
- **All BRS staff** – To ensure adherence to BRS rules and procedures, to offer help and support to those harmed, to report to SMT/DSL and to record any reported incidents. To show vigilance when carrying out their daily duties.
- **Student Counsellor** – To offer support to those harmed when asked for and to help staff explain to perpetrators the affect their actions have on others.
- **Racing Welfare Chaplain** – As above.
- **Parents/Carers of those harmed** – Support their children and the BRS in its efforts to deal with the problem.
- **Parents/Carers of perpetrators** – To support the BRS in its efforts to correct such behaviour.
- **External Agencies** – To respond to BRS, trainees or parents/carers when called upon in accordance with BRS policy.

Action if bullying is suspected

- When bullying is suspected or reported it should be taken seriously.
- All trainees should be encouraged to share their concerns.
- Trainees should be encouraged to speak to a trusted member of staff at the BRS or if in the workplace their Workplace Instructor.
- The trainee making the allegation and the bully(s) should be spoken to separately. Accurate records of all meetings must be kept. TIME, DATE, POSITION and SIGNATURE and put on the BRS Bullying Concern Form when available. (do not destroy any hand written notes but attach to form)
- Action should be taken to ensure the safety of the trainee making the allegation.
- Staff should reassure them but must not offer confidentiality as information may need to be shared with other agencies.
- BRS will, where possible and appropriate, work with the parents/carers of any trainee who is being bullied, to support and encourage that trainee to find a solution to the bullying.
- The BRS will, where possible, work with the parents/carers of any trainee (and the trainee) found to be bullying another to show them the consequences and harm bullying causes.
- BRS will involve external agencies where appropriate, in supporting trainees who are being bullied or are bullying.
- Excluding trainees from the BRS is a last resort however if serious victimisation, abuse, intimidation or physical bullying is reported/suspected, investigated and found to be true, those involved will be asked to leave the BRS and its programme.

BRS Strategies to reduce bullying

- Raise awareness amongst trainees and staff of BRS position against bullying through inductions (both trainee and staff), in the evening programme for trainees, training for staff, displays and notices around BRS.
- Establish a culture of acceptance, tolerance and respect using staff meetings, newsletter, web-site, student handbook, inductions and Equality and Diversity training for both staff and trainees.
- Set a tone of respect in all areas of the BRS by managing student and staff behaviour through a clearly defined set of rules which set a climate of respect and responsibility.
- Minimise the occurrence of situations where bullying may occur by providing adequate supervision and by use of CCTV in public areas.
- All staff encouraged to be vigilant and take reports of bullying seriously.
- Encourage staff to use positive terms i.e. “what to do” rather than “what not to do”.
- Encourage staff to be good role models, show trainees respect and encourage them to be successful.

Information for trainees

If you think you are being bullied

- Remember it is not your fault. Nobody deserves to be bullied.
- Try to stay in a friendly group.
- Try to remain confident even if you don't feel it.
- Remember walking away is not cowardly.
- Keep a diary/record of what happened, when and with whom.
- Tell a trusted adult, your parents/carers, your instructor, a hostel warden, a friend or any member of BRS staff.

PREVENTION IS BETTER THAN CURE

