

Extratime

Anti Bullying Policy Children & Young People

Statement of Intent

extratime are committed to providing a caring, friendly and safe environment for all of our children/young people so they can participate in activities in a relaxed and secure atmosphere. Bullying of any kind is unacceptable at the projects. If bullying does occur, all children/young people should be able to tell and know that incidents will be dealt with promptly and effectively. extratime is a *TELLING* project. This means that *anyone* who knows that bullying is happening is expected to tell the staff.

At extratime we recognise that -

- All children are entitled to play in an environment free from humiliation, oppression and abuse.
- Bullying is a form of cruelty that includes name calling, teasing, and punching, intimidation, extortion and in its extreme maiming or murder.
- The victims suffer physical & psychological abuse leading to feelings of isolation, insecurity, anxiety & fear.
- Bullies often feel insecure & inadequate themselves. They need to achieve some success to make them feel good about themselves.
- Bullying affects everyone, not just the bullies and bullied. It also affects children/young people who witness incidents; they may be drawn into the taunting and tormenting.

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 books, 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

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 treated with respect. Children/young people who are bullying need to learn different ways of behaving. extratime has a responsibility to respond promptly and effectively to issues of bullying.

Objectives of this Policy

- All staff, children, young people and parents should have an understanding of what bullying is.
- All staff should know what the project's policy is on bullying, and follow it when bullying is reported.
- All children, young people and parents should know what the project policy is on bullying, and what they should do if bullying arises.
- As an organisation, we take bullying seriously. Children, young people and parents should be assured that they will be supported when bullying is reported.
- Bullying will not be tolerated.

Signs and Symptoms

A child/young person may indicate by signs or behaviour that he or she is being bullied. Adults should be aware of these possible signs and that they should investigate if a child/young person:

- is frightened of walking to or from the project
- changes their usual routine
- is unwilling to go to project
- begins truanting
- becomes withdrawn anxious, or lacking in confidence
- starts stammering
- attempts or threatens suicide or runs away
- cries themselves to sleep at night or has nightmares
- feels ill in the morning
- comes home with clothes torn or toys damaged
- has possessions go "missing"
- asks for money or starts stealing money (to pay bully)
- has dinner or other monies continually "lost"
- has unexplained cuts or bruises
- comes home starving (money / lunch has been stolen)
- becomes aggressive, disruptive or unreasonable
- is bullying other children/young people or siblings
- stops eating
- is frightened to say what's wrong
- gives improbable excuses for any of the above

These signs and behaviours could indicate other problems, but bullying should be considered a possibility and should be investigated

Procedures

1. Report bullying incidents to staff
2. In cases of serious bullying, the incidents will be recorded by staff
3. In serious cases parents should be informed and will be asked to come in to a meeting to discuss the problem
4. If necessary and appropriate, police will be consulted
5. The bullying behaviour or threats of bullying must be investigated and the bullying stopped quickly
6. An attempt will be made to help the bully (bullies) change their behaviour

Outcomes

1. The bully (bullies) may be asked to genuinely apologise. Other consequences may take place.
2. In serious cases, suspension or even exclusion will be considered
3. If possible, the children/young people will be reconciled
4. After the incident / incidents have been investigated and dealt with, each case will be monitored to ensure repeated bullying does not take place.

Prevention

- writing a set of club rules
- signing a behaviour contract
- writing stories or poems or drawing pictures about bullying
- reading stories about bullying
- making up role-plays
- having discussions about bullying and why it matters

Procedure for challenging behaviour & bullying

INCIDENT

Do you feel confident dealing with this

NO

Seek help from Supervisor

MINOR

Decision made (with supervisor) as to whether this incident is major or minor.

MAJOR

Go to the child/young person who experienced the bullying. At the same time tell the child/young person who did the bullying that you would speak to them next.

Staff member deals with the child/young person who experienced the bullying.

Send the child/young person doing the bullying away from the activity or situation. Find out if this is the first incident that this child/young person has been involved with.

No

Supervisor speaks to child/young person.

Supervisor deals with the child/young person who did the bullying, taking them away from

Staff member talks to child, explains that behaviour is unacceptable and why. Look, with child/young person, at what might be appropriate behaviour in the

If any response is needed from the child/young person (i.e. tidying, apologising etc.) ensure that this is

Reinforce what is appropriate behaviour; tell the child that if the behaviour continues their parent/carer will be involved.

Inform child/young person that you will be contacting their parent/carer and whv

Parent/carer asked to remove child/young person from site for a period of time decided by

Complete an incident report and inform supervisor.

If the behaviour continues the supervisor will make contact with the parent/carer

Follow with standard letter.

Supervisor and staff member complete an incident report.

Document version and review control

Date Written	Written by:	Approved by Executive Committee:
October 2009	Becky Jenner	February 2010
Reviewed Oct/Nov 2012		
Document to be reviewed in September 2015		