

## SNAAP Anti-bullying Policy

SNAAP is a place where every person has the right to be themselves, to be included and to play in a safe and happy environment. Everyone is equal and everyone is required to treat others with respect and kindness.

This policy sets out the principles we will uphold for children and young people using our services.

### The individual

We will:

- respect every child's need for, and rights to, a play environment where safety, security, praise, recognition and opportunity for taking responsibility are available.
- respect every individual's feelings and views.
- recognise that everyone is important and that our differences make each of us special.
- show appreciation of others by acknowledging individual qualities, contributions and progress.
- ensure safety by having anti-bullying rules and practices, developed with the participation of children and young people, carefully explained and displayed for all to see.

### Bullying

Bullying will not be accepted or condoned. Bullying can include:

- physical pushing, kicking, hitting, pinching etc
- name-calling, sarcasm, spreading rumours, persistent teasing and emotional torment through ridicule, humiliation and the continual ignoring of individuals
- racial or homophobic taunts, graffiti, gestures
- sexual comments and/or suggestions
- abusive text messages, phone calls, e-mails or chat room messages

Children from ethnic minorities, disabled children, young people who are gay or lesbian, or those with learning difficulties are more vulnerable to this form of abuse and may well be targeted.

Where a child is found to be exhibiting sexually harmful behaviour to another child, it is important to speak to the Designated Safeguarding Lead. SNAAP has clear policies and procedures in place to ensure staff and volunteers are aware of the differences between sexually harmful behaviour and bullying behaviour.

Where a child's bullying behaviour is of a particular violent or aggressive nature and SNAAP is unable to address the behaviour through behaviour management strategies within a reasonable time, we will consider instigating child protection procedures.

### Support to the child

We will provide support by ensuring:

- Children know SNAAP staff and volunteers will listen and support them.
- Any advice and assistance will be given by an appropriately trained and experienced worker.
- Children have access to helpline numbers.
- Children will be told what is being recorded, in what context and why.

- Anyone who reports an incident of bullying will be listened to carefully and will be supported, whether it is the child being bullied or the child who is bullying.
- Any reported incident of bullying will be investigated objectively and will involve listening carefully to all those involved.
- Children being bullied will be supported and assistance given to uphold their right to learn, develop and play in a safe environment which allows them to reach their potential.
- Those who bully will be supported and encouraged to stop bullying. We will recognise that the bully may well be a victim as well as the individual being bullied.
- Sanctions involving long periods of isolation, or which diminish and make individuals look or feel foolish in front of others, will be avoided.
- All children are aware of the range of sanctions which may be applied against those engaging in bullying.

### Support to the parents or carers

We will:

- Advise parents on local policy and practice about bullying, in all settings and environments used by children.
- Report any incident of bullying will be discussed with the child's parent(s) or carer.
- Seek parental advice on action and make agreements as to what action should be taken when a child's bullying behaviour is not responding to approaches within a SNAAP setting.
- Provide information and advice on coping with a child's bullying behaviour to all parents/carers.
- Offer support to the parent(s)/carer including information on other agencies or support lines.

### Reporting bullying

If a child is being bullied, they are encouraged to not retaliate but to tell someone they trust about it such as a friend, family member or trusted adult. They are also encouraged to report any bullying incidents at SNAAP by:

- Reporting it to a member of staff or volunteer
- Tell a friend
- Tell an adult at home
- Call ChildLine to speak with someone in confidence on 0800 1111

### Reporting – roles and responsibilities

All of *SNAAP's staff and volunteers* have a duty to report bullying, to be vigilant to the signs of bullying and to play an active role in SNAAP's measures to prevent bullying. If staff are aware of bullying, they should reassure the children involved and inform the Designated Safeguarding Lead (DSL).

*Parents and carers* should look out for potential signs of bullying such as distress, lack of concentration, feigning illness or other unusual behaviour. They should encourage their child not to retaliate and support and encourage them to report the bullying. Parents and carers can report an incident of bullying to SNAAP either in person, or by phoning or emailing us directly ([support@snaap.org.uk](mailto:support@snaap.org.uk))

*Children* should not take part in any kind of bullying and should watch out for signs of bullying among their peers. They should never be bystanders to incidents of bullying, but should offer support to the victim and, if possible, help them to tell a trusted adult.

### Responding to bullying

When bullying has been reported, the following actions will be taken:

- Staff will record the bullying on a bullying reporting log form and pass it to the Designated Safeguarding Lead (DSL).
- The DSL will interview all parties involved with the incident.
- The DSL and/or Manager will speak with and inform other staff members, where appropriate.
- SNAAP will ensure parents / carers are kept informed about the concern and action taken. Designated staff will monitor incident reporting forms and information recorded, analysing and evaluating the results and identify any common issues arising that can form part of additional training, information or advice for staff, volunteers and parents/carers.
- The Safeguarding Trustee Lead will produce an annual report summarising the information for SNAAP's Board of Trustees.
- Staff will offer support to the target of the bullying in discussion with the DSL and/or Manager
- Individual meetings will then be held with any target of bullying to devise a plan of action that ensures they are made to feel safe and reassured that the bullying is not their fault.
- Formal or informal actions plans will be drawn up to protect and reassure the young person that they are / will be safe and protected.
- Restorative justice and Positive Behaviour Support programmes may provide support to targets of bullying and those who show bullying behaviour

### Supporting Cyberbullying

When responding to cyberbullying concerns, SNAAP will:

- Act as soon as an incident has been reported or identified.
- Provide appropriate support for the person who has been cyberbullied and work with the person who has carried out the bullying to ensure that it does not happen again.
- Encourage the person being bullied to keep any evidence (screenshots) of the bullying activity to assist any investigation.
- Take all available steps where possible to identify the person responsible (using all systems, identifying witnesses and, if appropriate, the police).
- Work with individuals and online service providers to prevent the incident from spreading and assist in removing offensive or upsetting material from circulation (including deletion of online content, confiscation or searching of devices in accordance with the law, requesting deletion of locally-held content).

### Derogatory language

Derogatory or offensive language is not acceptable and will not be tolerated. This type of language can take any of the forms of bullying listed in our definition of bullying. It will be challenged by staff and recorded and monitored and follow up actions and sanctions, if appropriate, will be taken for children and young people found using any such language.

Date Policy reviewed: 31<sup>st</sup> October 2020

Date of next review due: October 2022