



Principal: **Annie Bladon** BSc (Hons) RAD RTS

# Anti-Bullying Policy and Procedures

## The purpose and scope of this policy statement

AFB Dance Academy works with children and families as part of its dance classes.

The purpose of this policy statement is:

- to prevent bullying from happening between children and young people who are a part of our organisation or take part in our activities
- to make sure bullying is stopped as soon as possible if it does happen and that those involved receive the support they need
- to provide information to all staff, volunteers, children and their families about what we should all do to prevent and deal with bullying.

This policy statement applies to anyone working on behalf of AFB Dance Academy, including paid staff, volunteers and students.

A separate document sets out our Code of Behaviour for Children and Young People. It is available to view on request and on the documents page of the school website ([www.afbdanceacademy.co.uk](http://www.afbdanceacademy.co.uk)).

Procedures for preventing and responding to bullying and harassment can be found in this document.

## What is bullying?

Bullying includes a range of abusive behaviour that is

- repeated
- intended to hurt someone either physically or emotionally.

More detailed information about bullying is available from NSPCC Learning:

[learning.nspcc.org.uk/child-abuse-and-neglect/bullying](http://learning.nspcc.org.uk/child-abuse-and-neglect/bullying)

## Legal framework

This policy has been drawn up on the basis of legislation, policy and guidance that seeks to protect children in the UK. The NSPCC provides summaries of the key legislation and guidance on:

bullying - [learning.nspcc.org.uk/child-abuse-and-neglect/bullying](http://learning.nspcc.org.uk/child-abuse-and-neglect/bullying)

online abuse - [learning.nspcc.org.uk/child-abuse-and-neglect/online-abuse](http://learning.nspcc.org.uk/child-abuse-and-neglect/online-abuse)

child protection - [learning.nspcc.org.uk/child-protection-system](http://learning.nspcc.org.uk/child-protection-system)

## We believe that:

- children and young people should never experience abuse of any kind
- we have a responsibility to promote the welfare of all children and young people, to keep them safe and to practise in a way that protects them.

## **We recognise that:**

- bullying causes real distress. It can affect a person's health and development and, at the extreme, can cause significant harm
- all children, regardless of age, disability, gender reassignment, race, religion or belief, sex or sexual orientation, have the right to equal protection from all types of harm or abuse
- everyone has a role to play in preventing all forms of bullying (including online) and putting a stop to bullying.

## **We will seek to prevent bullying by:**

- developing a code of behaviour that sets out how everyone involved in our organisation is expected to behave, in face-to-face contact and online, and within and outside of our activities
- holding regular discussions with staff, volunteers, children, young people and families who use our organisation about bullying and how to prevent it. These discussions will focus on:
  - group members' responsibilities to look after one another and uphold the behaviour code
  - practising skills such as listening to each other
  - respecting the fact that we are all different
  - making sure that no one is without friends
  - dealing with problems in a positive way
  - checking that our anti-bullying measures are working well
- providing support and training for all staff and volunteers on dealing with all forms of bullying, including racial, sexist, homophobic and sexual bullying
- putting clear and robust anti-bullying procedures in place
- making sure our response to incidents of bullying takes into account:
  - the needs of the person being bullied
  - the needs of the person displaying bullying behaviour
  - needs of any bystanders
  - our organisation as a whole.
- reviewing the plan developed to address any incidents of bullying at regular intervals, in order to ensure that the problem has been resolved in the long term.

We recognise that bullying is closely related to how we respect and recognise the value of diversity.

We will be proactive about:

- seeking opportunities to learn about and celebrate difference
- increasing diversity within our staff, volunteers, children and young people
- welcoming new members to our organisation.

More information about responding effectively to bullying is available:

Protecting children from bullying and cyberbullying -  
[learning.nspcc.org.uk/child-abuse-and-neglect/bullying](https://learning.nspcc.org.uk/child-abuse-and-neglect/bullying)

Recognising and responding to abuse  
[learning.nspcc.org.uk/child-abuse-and-neglect/recognising-and-responding-to-abuse](https://learning.nspcc.org.uk/child-abuse-and-neglect/recognising-and-responding-to-abuse)

## **Related policies and procedures**

This policy statement should be read alongside our organisational policies and procedures including:

- Safeguarding policy and procedures
- Code of conduct for staff and volunteers
- Code of Behaviour for children and young people
- Photography and filming policy
- Equal opportunities and diversity policy
- Online Safety Policy

## Anti-bullying procedures

AFB Dance Academy uses the following websites to inform and educate its teachers and staff on the issues surrounding bullying and how to deal with it:-

- NSPCC: <https://learning.nspcc.org.uk/child-abuse-and-neglect/bullying>
- Anti-Bullying Alliance: <https://www.anti-bullyingalliance.org.uk>
- Bullying UK: <https://www.bullying.co.uk>
- Kidscape: <http://www.kidscape.org.uk>

## How to report bullying

Any incidents of bullying should be reported to the school principal. Bullying can be reported by teachers, staff, parents and students. Reports of bullying can be made verbally or in writing. If reports would like to be made confidently they can be written down and placed in the suggestions box in the studio waiting area. When making a report of bullying please try to provide as much detail as possible about what and where the incident happened, who was involved and how long it has been going on for.

On receiving a report of bullying the principal will review all the information provided and make an assessment as to what action to take next. This may include a meeting with those reporting the bullying to work on and agree any further action that may be needed. This could include additional support or those reporting the incident, support for others involved in the incident or a review of practices by the school and how its is working to provide an inclusive and safe environment. The school may also seek external advice to help with resolving issues. Follow ups will be made with all those involved in the incident to ensure any problems are resolved.

## Contact details

AFB Dance Academy Email: [info@afbdanceacademy.co.uk](mailto:info@afbdanceacademy.co.uk)

AFB Dance Academy Phone Number: 077221571121

Signed: School Principal, Miss Annie Bladon



Date: 03/08/2021

We are committed to reviewing our policies annually, this policy was last reviewed August 2021

## What happened? Supportive Script

The following supportive script can be used by teachers, staff and parents to help a child report an incident of bullying.

- Exactly where and when did the bullying take place?

*Draw a picture if it helps (if outdoors, there may be CCTV or similar to refer to)*

- Were there any other young people around at the time?

*(If the young person can draw or describe where bystanders were, this will be useful information to support further investigation)*

- Was there an adult around at the time?

*(If the young person can draw or describe where the adult was standing, this will also be useful information to support further investigation... especially in the case where the adult present (say, a lunchtime, supervisor for example) may not have considered the behaviours observed as “bullying”, and failed to report it)*

- Do you know the names of the people who bullied you?

*(Some schools have pictures of all learners readily to hand in order to help children identify others. If identification is still a problem, ask them to describe the individuals as best as possible)*

- What were you doing before the incident took place?

*(This is important. It may be that the young person was doing nothing provocative. However, in some cases, such as learners with autism or ADHD, their own behaviours may be been misconstrued and triggered)*

- Can you remember exactly what happened or what was said? What happened next?
- Has this happened before?
- How did it make you feel?
- What would you like to happen now?

*This is an important question. The views of the young person who is being bullied must be taken seriously. Remember, always take the perceptions and feelings of the young person being bullied as the starting point.*