

# **FSE Anti-Bullying**

# **Policy and Procedure**

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**THE EUROPEAN SCOUT FEDERATION**  
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## INTRODUCTION

The principles of respect and acceptance as prescribed by the Scout Laws will help to promote positive relationships and environments within the Association. Bullying will not be tolerated; adults have a dual role to play in promoting the values of Scouting to reduce the likelihood of bullying and knowing how to respond where bullying behaviours are observed or reported.

This Guideline should be read in conjunction with the FSE Safeguarding Children, Equality and Diversity and Codes of Behaviours Documents.

Bullying to the extent that significant (and/or physical) harm may be caused, may constitute a safeguarding concern. If unsure as to whether or not an incidence of bullying constitutes a Safeguarding Concern advice should be sought from the Child Protection Co-Ordinator.

If an adult is bullying a child this should be reported under the FSE Safeguarding Children Policy.

## SCOPE OF POLICY

This policy applies to all members of the FSE, recognising that bullying behaviours can affect anyone, whether that be by being bullied, behave in a bullying way towards others or observe bullying behaviour. Adults and young people may experience bullying either as a victim or a by-stander.

This document intends to:

- Improve awareness of potential forms of bullying behaviours.
- To outline a prevention strategy for bullying as intended to reduce the likelihood of bullying occurring.
- Ensure that the FSE responds fairly and consistently to incidents of bullying, recognising that underlying issues often inform bullying behaviours.
- Ensure that, bullying is stopped as soon as it is recognised and that those involved receive the support needed.
- To provide information to all adults and young people along with their families about what we should all do to prevent and deal with bullying.

## DEFINITIONS AND / OR ABBREVIATIONS

|                         |   |
|-------------------------|---|
| FSE / Association       | Federation European Scouts (British Association)  |
| Children / young people | Individuals aged under-18   |
| Adult                   | Any member of the FSE aged 18 or over (Leader, Adult Member, Helper)  |
| Section Leader          | Otter Leader, Cubmaster, Scoutmaster or Rover/Ranger Scout Leader. These are Warranted Leaders within the FSE |
| GSM                     | Group Scoutmaster   |

## PREVENTION STRATEGY

The FSE intends to prevent bullying by:

- Having an explicit anti-bullying policy in place.
- Developing a code of behaviour that sets out the “dos” and “don’ts” in terms of how everyone involved in the FSE is expected to behave.
- Developing a complaints policy and procedure.
- Making sure that adults, young people and parents or guardians have clear information about our anti-bullying policy, complaints procedure and codes of behaviour.

**When bullying occurs, we will respond to it by:**

- Providing support and guidance for all adults dealing with all forms of bullying, including racial, sexist, homophobic and sexual bullying.
- Addressing the issue from the point of view of the person being bullied, the bully, any bystanders and FSE as a whole.
- Reviewing the plan developed to address the bullying, in order to ensure that the problem has been resolved.
- Avoiding any punishments which make the individuals concerned seem small, or look or feel foolish in front of others.

## FORMS OF BULLYING

What is bullying?

The Department for Children Schools and Families, 2013 defines bullying as, *“behavior by an individual or group, repeated over time, that intentionally hurts another individual or group either physically or emotionally. Bullying can take many forms (for instance, cyber-bullying via text messages or the internet), and is often motivated by prejudice against particular groups, for example on grounds of race, religion, gender, sexual orientation, or because a child is adopted or has caring responsibilities. It might be motivated by actual differences between children, or perceived differences.”*

It can include:

- Verbal teasing or making fun of someone
- Excluding children from games and conversations
- Pressurising other children not to be friends with the person who is being bullied
- Spreading hurtful rumours or passing around inappropriate photographs/images/drawings
- Cyberbullying (i.e. using computers or mobile phones to bully someone)
- Shouting at or verbally abusing someone
- Stealing or damaging someone’s possessions
- Making threats
- Forcing someone to do something embarrassing, harmful or dangerous
- Harassment on the basis of race, gender, sexuality or disability
- Physical or sexual assault (although all sexual incidents and all but very minor physical incidents constitute abuse and must be dealt with in accordance with safeguarding procedures).

## SIGNS AND SYMPTOMS OF BULLYING

Bullying causes real distress and can affect a person's health and development, in extreme cases causing significant harm to a person's physical or mental wellbeing.

If someone is being bullied, they might not tell anyone directly. This could be because they have been threatened and are afraid to say anything or because they believe that nothing can be done about it and that telling someone will only make it worse. It could even be because they don't recognise that what is happening to them is bullying.

Signs that someone may be being bullied could include:

- Being unhappy, withdrawn and unwilling to spend time in a group, especially during unstructured periods e.g. free time at camp
- Being without friends
- Missing meetings and activities and/or expressing a reluctance to attend
- Being clingy with adults
- Appearing to lose possessions or money (things that may have really been stolen by or given away to bullies)
- Unexplained injuries
- Uncharacteristic illness or aggression

Some of these signs might also indicate abuse at the hands of adults or other negative experiences, so they should be treated with caution.

## WHAT TO DO IF YOU ARE BEING BULLIED

If you are being bullied you should never keep it to yourself. Tell someone you trust. This could be an adult within or outside the FSE such as a Leader, Adult Members or Helper, friend, parent or guardian.

A young person being bullied may prefer to tell another young person in the first instance, and ask for their help in informing an adult.

Bullying will not be tolerated within the FSE and any reported or observed bullying behaviour will have to be dealt with in accordance with this and other FSE policy. It is important then, that individuals expect that any reports made may need to be taken further and have faith in these processes.

## WHAT TO DO IF YOU OBSERVE OR RECEIVE REPORTS OF BULLYING BEHAVIOUR

**If you are a child or young person** and someone tells you that he or she is being bullied, don't try to deal with it yourself. Talk to the person about getting help from an adult. Try to persuade him or her to go with you to explain the situation to an adult. If he/she won't do this, the best way to help is to explain that you will have to tell an adult yourself -- and then go ahead and tell someone.

**If you are an adult** and someone tells you that he or she is being bullied, you should always take this seriously. Do not tell him/her to stop being silly or to keep out of the way of the bullies. This will not help and will make the child feel let down and less inclined to tell anyone else. Listen to the child's full account of what is going on and complete the bullying reporting form with the child as soon as possible.

If you observe the bullying directly, act assertively to put a stop to it. Explain to all concerned that the incident will have to be reported properly to stop it happening again.

Bullying should be reported to the victim's Section Leader. If you are the Section Leader, talk to the individual about the bullying and discuss it with your GSM. It may be appropriate for minor incidents to be dealt with informally, if in doubt advice should be sought from the GSM or Child Protection Coordinator as appropriate.

If the bullying is not deemed to be minor and children are involved, the child's parents or guardians should be informed by the Section Leader or GSM within 24 hours. If possible and/or appropriate, there should be a three-way meeting between the victim, the Section Leader and the parents or guardians.

Reported bullying may be taking place in another environment, e.g. school. The Section Leader should ask what support the individual would like, in order to engage with whoever the responsible agencies might be. The Section Leader should aim to work in partnership with the individual(s) being bullied, and/or the parents or guardians as appropriate.

If young people are being bullied within the FSE, the parent and child should be reassured that it will be dealt with as a priority and should be asked for their views on what would be helpful to deal with the situation.

When reports of bullying are received, the Section Leader or GSM should first speak to the victim(s) and parents / guardians as appropriate and then speak to the individual(s) carrying out the bullying behaviours to obtain their account of what has happened or is happening. This should be appropriately recorded.

When bullying behaviour is perpetrated by young people, their parents/guardians should be informed. The bully and his or her parents/guardians should be asked for their views on what should be done to put a stop to any further bullying and to repair the damage that has been done.

Apart from very minor incidents that have been directly observed by an adult and dealt with at the time, all bullying that takes place within the FSE should be discussed within the Section and/or Group as soon as is reasonable practicable.

At the meeting, the bullying incident should be discussed and the details of a draft plan drawn up to address the situation, taking into account any suggestions made by the individuals involved and their parents/guardians as indicated.

The following areas should be covered:

- Details of any apology that has been or should be offered by the bully (or bullies).
- Details of any support for the person who has been bullied e.g. use of buddy scheme, extra input from the Leader, referral to another service.
- Details of any consequences for the bully, in addition to making an apology, with reference to the relevant Code of Behaviour.
- Details of any support for the bully, with reference to the relevant Code of Behaviour.
- Details of any further discussions or work to be done with others in the group, including children who may have observed or encouraged the bullying
- Details of any changes in how the Leaders may handle issues of bullying in future

The plan should be shared with the individuals involved and reviewed regularly. If any of these individuals are children then parents/guardians will also need to be involved in this process.

## **RECORD KEEPING**

Use the bullying reporting form included in this document. Take clear notes of any discussions or meetings that take place following the bullying incident.

Records should be factual and descriptive. Where possible use the children's own words and take care not to make assumptions or jump to any conclusions.

The plan for dealing with the aftermath of the incident should be copied to the individual being bullied as well as the bully/bullies. If any young people are involved their parents/guardians will also need to be informed and copies placed in the files of all children directly involved.

**Appendix 1**

**Bullying Report Form**

|  |
|--|
| Name:  |
| Age:   |
| Male/Female:   |
| How can we contact you? Please tick and write in the phone number or email address.<br><input type="checkbox"/> At home <input type="checkbox"/> At school <input type="checkbox"/> Email <input type="checkbox"/> Telephone<br>Other: |
| Describe what happened/is happening:   |
| Where did it happen?   |
| When did it happen?  |
| Who was doing the bullying?  |
| Did anyone else see it happen and if so, who?  |
| Was the bullying a one-off incident or part of a bigger problem?   |
| How did the bullying make you feel?  |
| Were you physically hurt during the incident?  |

Did you need medical help?

Have you told anyone else about the bullying? Please write their name next to who they are in the list below:

- Parent/carer:
- Brother/sister:
- Other family member:
- Friend:
- Teacher:
- Key worker:
- Youth worker:
- Doctor/nurse:
- Other (please say who):

If you haven't told anybody else, what has put you off doing so?

What sort of help would you like to stop the bullying? (e.g. someone to speak to the bullies and monitor the situation to ensure it doesn't get worse)

Do you have any worries now that you have reported the bullying?