



Bullying

WASPS (Waterbeach After School Play Scheme) are committed to providing an environment for children and staff that is safe, welcoming and free from bullying. Bullying of any form is unacceptable in our Club, whether the offender is a child or an adult. The victim is never responsible for being the target of a bully.

Everyone involved in WASPS, staff, children and parents/carers, will be made aware of the Club's stance on bullying. Such behaviour will not be tolerated or excused under any circumstances.

The Club defines bullying as the repeated harassment of others through emotional, physical, verbal or psychological abuse. Examples of such behaviour are as follows:

Emotional: Being deliberately unkind, shunning or excluding another person from a group or tormenting them. For example, forcing another person to be 'left out' of a game or activity, passing notes about others or making fun of another person.

Physical: Pushing, scratching, spitting, kicking, hitting, biting, taking or damaging belongings, tripping up, punching or using any other sort of violence against another person.

Verbal: Name-calling, put-downs, ridiculing or using words to attack, threaten or insult. For example, spreading rumours or making fun of another person's appearance.

Psychological: Behaviour likely to instil a sense of fear or anxiety or distress in another person.

Preventing Bullying Behaviour

The WASPS Management Committee, Co-ordinator's and the staff team will make every effort to create a tolerant and caring environment in the Club, where bullying behaviour is not acceptable. Staff will discuss the issues surrounding bullying openly, including why bullying behaviour will not be tolerated and what the consequences of bullying behaviour will be. Staff supervise the children and are responsible for supervising delegated areas within the setting during sessions. They are therefore aware of the location of children and the play opportunities they are taking part in. Staff encourage positive behaviour.

Dealing with Bullying Behaviour

Despite all efforts to prevent it, bullying behaviour is likely to occur on occasion and the Club recognises this fact. In the event of such incidents, the following principles will govern the Club's responses:

- All incidents of bullying will be addressed thoroughly and sensitively
- Children will be encouraged to immediately report any incident of bullying that they witness or experience. They will be reassured that what they say will be taken seriously and handled carefully
- Staff have a duty to inform the Co-ordinator if they are informed of, witness or experience an incident of bullying involving children or adults at the Club
- If a child or a member of staff tells someone that they are being bullied, they will be given the time to explain what has happened and reassured that they were right to tell
- The individual who has been the victim of bullying will be helped and supported by the staff team. They will be kept under close supervision and staff will check on their welfare regularly
- In most cases, bullying behaviour can be addressed according to the strategies set out in the Behaviour Management policy. The bully will be encouraged to discuss their behaviour and

think through the consequences of their actions. Where appropriate, they will be encouraged to talk through the incident with the other person concerned

- Where bullying behaviour persists, more serious actions may have to be taken, as laid out in the Suspensions and Exclusions policy
- The Club Co-ordinator will inform the parents/carers of all the children involved in a bullying incident at the earliest possible opportunity. If appropriate, the Co-ordinator and/or a member of the WASPS Management Committee will facilitate a meeting between the relevant parents/carers
- At all times, staff will handle such incidents with care and sensitivity
- WASPS recognise that children who present bullying behaviour may do so as a result of experiencing bullying themselves or other kinds of abuse. If staff have concerns regarding the safety of children, our Safeguarding and Child Protection policy will be followed. The Club's behaviour policy is also aimed at supporting vulnerable children. All staff will agree on a consistent approach, which focuses on the behaviour of the child but does not damage the child's sense of self worth. The Club will ensure that the child knows that some behaviour is unacceptable but s/he is valued and not to be blamed for any abuse which has occurred. Advice will be followed from any other statutory agencies involved.
- All incidents of bullying will be reported to the Co-ordinator and will be recorded on the Incident Record Sheet. In the light of reported incidents, the Co-ordinator's and other relevant staff will review the Club's procedures in respect of bullying.

Contact the relevant club co-ordinator who was on duty or chairperson of the management committee. The relevant contact details will be given upon request.

This policy was adopted at a meeting of

WASPS Management Committee

Held on (date)

6th May 2014

Signed on behalf of the Management
Committee / Proprietor

Lianne Sallows

Role of signatory (e.g. Chairperson etc)

Chairperson

This policy was reviewed on (date)

Continue as necessary (date)
