



## Mangotsfield Out of School Club Anti-Bullying Policy

<b>Policy Author:</b>	MOOSC Management Team
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## Anti-Bullying Policy - MOOSC17.01

### Purpose

MOOSC works hard to create a supportive, caring and safe environment in which all children are safe from the fear of being bullied. Bullying of any form is not tolerated in the Club by anyone.

### Procedure

Any instances of suspected or reported bullying will be dealt with immediately by the Leader and communicated to the Play Manager through an Incident Form, with the child being dealt with kindly and sympathetically.

All staff will be informed, with the Leader being pragmatic on the level of detail communicated, so that close monitoring of the victim(s) and bully(ies) can begin.

Parents/ carers of all parties will be informed as well as the Primary School where appropriate.

### Definition

The Club defines bullying as the *repeated* harassment of others through emotional, physical, psychological or verbal abuse. These specifically include, but are not limited to:

- Physical - pushing, scratching, spitting, kicking, hitting, biting, taking or damaging belongings, tripping up, punching or using any sort of violence against another person;
- Psychological - behaviour likely to create a sense of fear or anxiety in another person;
- Emotional - being deliberately unkind, shunning or excluding another person from a group or tormenting them (for example making another person feel 'left out' of a game or activity, passing notes about others or making fun of another person); and
- 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).

### Bullying Prevention

The Club creates and maintains an environment which prevents bullying by:

- encouraging caring and nurturing behaviour;
- discussing friendships and encouraging paired, group and team play;
- encouraging children to report bullying without fear;
- discussing the issues surrounding bullying with the children, including why bullying behaviour will not be tolerated; and
- exploring the consequences of bullying behaviour with the children.

### Bullying Response

Despite the Club's best efforts, bullying behaviour is likely to occur on occasion. Should such incidents occur, the Club will respond in accordance with the following principles:

- addressing all incidents of bullying thoroughly and sensitively;
- victims of bullying will be offered the immediate opportunity to discuss the matter with staff who will reassure them and offer support;
- the child will be reassured that what they say will be taken seriously and handled sympathetically;
- staff will support the child by keeping them under close supervision and checking their welfare regularly;
- if another child has witnessed bullying and reports this to staff, they will be reassured that they have done the right thing and it will be investigated;
- if staff or a parent/ carer witnesses an act of bullying - either involving children or adults - the Leader will contact the Play Manager;



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Children who have been bullied will be helped by discussing what has happened and establishing how and why the child became involved. The Club will help the child to understand why this form of behaviour is unacceptable and will encourage them to change their behaviour.

If bullying behaviour persists, more serious actions may be taken as set out in the Suspensions and Exclusions Policy.

The Club will take appropriate action to make sure that any child who is subjected to any bullying behaviour during the school day is kept under close supervision upon handover from the Primary School.

### **Reporting**

All incidents of bullying will be reported to the Play Manager through an Incident Form which will be reviewed against the Club's procedures to make sure that practices are relevant and effective.

Appropriate action will be taken if staff are found to have contributed to the bullying behaviour in line with our Disciplinary Policy.

### **Related Policies**

1. Incident, Illness & Accident
2. Suspension & Exclusion
3. Complaints
4. Safeguarding