



OUTREACH • BARN • FARM • POST 16

Anti-Bullying Policy

Policy Note

	<p>For the purposes of this policy, Orchard Therapeutic Farm (OTF), Orchard Therapeutic Outreach (OTO), Orchard Therapeutic Barn (OTB) and Orchard Therapeutic Active (OTA) will together be referred to as “the Services”</p>
	<p>This policy applies to all employees, volunteers, trustees, and contractors of the Services, as well as anyone representing Orchard Therapeutic Farm, Orchard Therapeutic Outreach, Orchard Therapeutic Barn and Orchard Therapeutic Active in an official capacity.</p>

Key Principles

	Young Person’s Voice	How this applies to Anti-Bullying
	<p>I have confidence that the adults who support me understand me, are skilled and work effectively together to best meet my needs</p>	<p>Staff should be aware of the signs which young people may exhibit when being bullied and work effectively to counteract the effects of bullying.</p>
	<p>I receive high-quality, tailored support that sustains my health and wellbeing.</p>	<p>Bullying can cause high levels of distress, affecting young people's wellbeing. Young people must be supported by treating cases of bullying seriously and promptly; encouraging a discrimination-free environment with zero tolerance towards bullying.</p>

This policy should be read in conjunction with our:

- Equality, Diversity and Inclusion Policy
- Safeguarding Young People Policy
- Incident Log
- Staff Training and Supervision Policy
- E-Safety Policy

Key Legislation

- Education Act (2011)
- Malicious Communications Act (1998)
- Protection from Harassment Act (1997)
- The Equality Act (2010)
- Children's Act (1989)

Policy Statement

Policy Aims

This policy sets out arrangements for addressing and managing incidents of bullying within the Services. We approach anti-bullying in an empathetic, holistic and solution-focused way, and we strive for every child to feel safe, listened to and understood regarding their individual needs and feelings.

Every child at The Services has the right to feel confident that we will provide a safe and supportive environment. The Services and our staff will take every step to make sure that individual young people are not subject to discrimination, marginalisation or bullying from their peers by virtue of their age, gender identity or gender reassignment, religion, ethnicity, cultural and linguistic background, sexual orientation, mental or physical health, disability, pregnancy and maternity or for any other reason (see *Equality, Diversity And Inclusion Policy*).

The impact that bullying has on young people's lives cannot be understated. It can cause high levels of distress, affecting young people's wellbeing, behaviour



Orchard Therapeutic

OUTREACH • BARN • FARM • POST 16

and social development right through into adulthood. When bullying is brought to our attention, prompt and effective action will be taken.

Guidance

The Anti-Bullying Alliance defines bullying as *"the repetitive, intentional hurting of one person or group by another person or group, where the relationship involves an imbalance of power. It can happen face to face or online."*

Bullying is:

- **Repetitive and persistent:** bullying is typically experienced as part of an ongoing pattern, and even when subtle or minor, it can be extremely threatening for the victim. Sometimes, a single incident might have exactly the same effect as long-lasting behaviour.
- **Intentionally harmful:** the act of bullying is intended to harm another individual, even the occasions on which the perpetrators are unaware of the full extent of the consequences.
- **Involves an imbalance of power:** bullying makes someone feel powerless to stop it from happening. In some cases, the imbalance of power may mean that bullying crosses the threshold into abuse and therefore requires the implementation of safeguarding procedures.

Bullying behaviour can take the following forms:

- Physical - hitting, kicking, pushing, theft
- Verbal - threats, name-calling, racist or homophobic remarks
- Emotional - isolating an individual from activities/games and the social acceptance of their peer group
- Cyberbullying - bullying that takes place using technology. Whether on social media sites, through a mobile phone, or on gaming sites, the effects can be devastating for the child involved
- Racist - racial taunts, graffiti, gestures
- Sexual - unwanted physical contact or sexually abusive comments and harassment
- Homophobic or gender identity - because of or focusing on the issue of sexuality.



Orchard Therapeutic

OUTREACH • BARN • FARM • POST 16

Bullying often starts with apparently trivial events such as teasing and name-calling. Bullying is a type of behaviour which needs to be defined by the impact on the person being bullied rather than by the intention of the perpetrator.

Vulnerable Groups

Identifying people who will likely to be vulnerable to bullying can be problematic. Ultimately, no one deserves to be bullied regardless of their identity, and The Services recognises the importance of sharing the message that it is never the victim's fault.

Nevertheless, some young people can be more commonly targeted and more easily affected and so may need additional support. The Services will ensure our staff are aware of these people and considerate of their specific needs.

People who fall under this description can include those who:

- have physical and/or learning disabilities
- have experienced abuse or neglect
- are overweight
- are LGBTQIA+, transgender, or questioning their identity
- are refugees or asylum seekers
- are members of the travelling community
- are members of a faith community
- are or have been Looked After
- are socially isolated
- have little self-confidence
- have transferred to a new home, school, or place of work
- live in families or communities seen as 'different'.

Indicators

All staff will receive appropriate training at the Induction stage in bullying. This training will focus on the indicators of bullying, and the appropriate action to be taken with respect to the child being bullied, and the child who is the bully.

When a child is being bullied: there are specific behavioural indicators that can alert staff. These indicators can include:



Orchard Therapeutic

OUTREACH • BARN • FARM • POST 16

- refusal or reluctance to participate with other young people
- frequent crying for no apparent reason
- fear of a specific young person
- out-of-character behaviour, such as aggression and possibly starting to bully other young people
- saying that they feel unwell in the mornings
- withdrawal, unhappiness and poor self-esteem
- frequent, often recurring, nightmares
- reluctance to talk about what is happening
- lose, increase or change in appetite
- wanting to move or change home, school or work
- lacking concentration or beginning to perform poorly at school or work
- unexplained cuts, bruises or other injuries
- attempts or threats of suicide
- asking for or stealing money on a regular basis
- fear of using the internet or a mobile phone, or anxiety when receiving a message
- have clothes and other possessions that are torn or damaged, or go missing
- sudden changes in social groups with no reasonable explanation
- becoming clingy or overly attached to their support workers or family members.

When a child is being bullied: there are specific indicators that can alert staff. These indicators can include:

- poor self-esteem
- themselves being bullied or abused by others
- The family environment does not encourage openness or showing feelings.

The Services understands that the existence of one or some of these indicators does not necessarily mean a child is a bully or a victim of bullying. We understand



Orchard Therapeutic

OUTREACH • BARN • FARM • POST 16

young people who show signs of crisis and emotional pain need to be approached in an empathetic way that supports them to open up and resolve any issues in the best way possible with the support of staff at Orchard Therapeutic Support Ltd.

Effects of Bullying

Some young people who are bullied can experience the effects of bullying in the short term, but with minor intervention and support the effects may be alleviated. Others may experience problems that are more concerning, serious or extended and will need more comprehensive longer-term intervention to support and enable them to adapt and move on to a positive pathway. Some people who are harmed by bullying may not experience any effects until sometime after the incident. Bystanders may also be affected by what they have witnessed, as well as families of young people involved in bullying - either through them showing bullying behaviour or being harmed by it.

The experience of being bullied can end up causing lasting damage to victims. This is both self-evident and supported by an increasing body of research. It is not necessary to be physically harmed in order to suffer lasting harm. Words and gestures are quite enough. For the most part, physical damage sustained in a fistfight heals readily, especially damage that is sustained during the resilient childhood years. The damage done to the victim's sense of identity and self-confidence is far more difficult to heal. Bullying is a deliberate attempt to instill fear and foster feelings of self-loathing in its target. Being the target of bullying damages your ability to view yourself as a desirable, capable and effective individual.

The short-term effects of bullying include but are not limited to:

- Anger
- Depression
- Anxious avoidance of settings in which bullying may occur
- Greater incidence of illness
- Lower grades than non-bullied peers
- Suicidal thoughts and feelings.

The long-term effects of bullying include but are not limited to:

- Reduced occupational opportunities
- Lingering feelings of anger and bitterness, desire for revenge



Orchard Therapeutic

OUTREACH • BARN • FARM • POST 16

- Difficulty trusting people
- Interpersonal difficulties, including fear and avoidance of new social situations
- Increased tendency to be a loner
- Perception of self as easy to victimize, overly sensitive, and thin-skinned
- Self-esteem problems
- Increased incidence of continued bullying and victimization.

Prevention Strategies

Although it would be near-impossible to fully eradicate bullying from communities, The Services believes that by taking a comprehensive and rounded approach, it is possible to drastically reduce the number of bullying incidents and improve the well-being of young people at the accommodation and in the wider community.

Specifically, the aims of The Services anti-bullying strategies, policies and intervention systems are:

- To prevent, de-escalate, and/or stop any continuation of bullying
- To react to bullying incidents in a reasonable, proportionate and consistent manner
- To safeguard the child who has experienced bullying, and to trigger sources of support for them
- To apply disciplinary sanctions to the child causing bullying and ensure they learn from the experience, possibly through multi-agency support.

The Service strives to create an environment in which bullying is not acceptable, not ignored, and dealt with swiftly and constructively. Additionally, we strive to create a climate of openness in which our young people and staff are not afraid to confront and deal with issues regarding bullying. Young people should know that they are able to approach staff with any concerns.

Everyone at The Services will contribute to this environment by challenging traditional ideas about bullying. For instance, emphasising that it is not 'harmless fun' and cannot be passed off as 'banter', that the involvement of a staff member will not make it worse, and that young people do not have to put up with it as part of life, especially those who are still teenagers.



Orchard Therapeutic

OUTREACH • BARN • FARM • POST 16

The Services will ensure that all staff are alert to the risks, indicators and consequences of bullying by:

- Implementing a clear policy that bullying is not acceptable
- Undertaking risk assessments at the point of referral and at appropriate stages thereafter
- Providing information and guidance to young people on bullying and acceptable behaviour
- Providing opportunities for young people to explore issues of bullying
- Having regular discussions about bullying and how it can impact young people who are being bullied
- Supporting young people who have been bullied
- Developing a series of online resources to support prevention programmes across all agencies for young people, their families/supporters, and professionals who work with them (see resources at the end of this policy)
- Developing and delivering an annual cross-service anti-bullying training programme that is open and accessible to all key partners
- Building links and working with outside education, employment, leisure and community partners that understand and identify the signs and effects of bullying.

Notifications and Records Procedures

Any instances of bullying, regardless of severity, must be reported to The Line Manager at the first opportunity. All instances will be recorded in the *Incident Log* and any repeated or ongoing incidents must be noted in the young person's support plans along with steps to take going forward.

The Line Manager can be contacted via telephone: **THELEPHON NUMBER HERE** and

by email: **EMAIL ADDRESS HERE**

The Line Manager is responsible for the ongoing maintenance and implementation of this policy. The RM will review this policy very three months in line with the views and experiences of both young people and staff, as well as any relevant data, and make the necessary changes in response to changes in The Services child base and the accommodation's environment.



Orchard Therapeutic

OUTREACH • BARN • FARM • POST 16

Orchard Therapeutic Support Ltd, in accordance with the Data Protection Act 2018 and General Data Protection Regulation (UK-GDPR), will collect, monitor and analyse data about bullying at the accommodation. Findings on the frequency, types and targets of bullying, as well as any actions that have been taken, will contribute to the further development of [compnay.name]'s anti-bullying strategy.

The regular monitoring of this information will identify any new or existing patterns and enable effective action, including:

- the frequency of bullying
- The type of bullying
- who young people first talk about incidents
- what actions were taken and by whom
- whether young people begin bullying others after they have been bullied themselves.

Data collection is a routine part of The Services operational processes and, in the context of bullying, will include:

- the profile of the perpetrator(s) and the victim(s), such as their age, gender identity, ethnicity, etc.
- nature and type of bullying
- the times and locations at which the bullying occurred
- strategies that were used in response
- the outcomes of these strategies
- any additional support arrangements.

It may also identify 'hotspots' for bullying around the accommodation; groups that are becoming more susceptible to bullying or being bullied, new types of bullying behaviour and language being used, and the effectiveness of anti-bullying strategies in place.

Results from the monitoring of such data will make a significant contribution to The Services evaluation and subsequent development of our anti-bullying policy and practice. In addition to the attainment of quantitative data, we believe it is good practice to seek the views of our young people and adults, via anonymous surveys, regarding how good they believe The Services at preventing and dealing with incidents of bullying. This will be done through our *Staff* and *Child Questionnaires*.

Procedure for Staff Responding to Reports/Incidents of Bullying

Whether the incident is witnessed or reported, prompt action will be taken by The Services to ensure the safety of the victim and to challenge and address the behaviour of the bully.

The first step taken by staff will be to support the victims by:

- talking with the child one-to-one in a safe environment in which the child feels comfortable
- Discussing with the child their preferences for how the issue should be addressed
- Discussing strategies for how the child may deal with current and potential future bullying incidents
- Providing a safe space for individuals who feel threatened, intimidated or otherwise uncomfortable in areas that may be shared with potential bullies
- Referring to the child for support or therapeutic intervention from relevant agencies
- Actively engaging with the child to assess whether the bullying has stopped and initiating further action if required
- Staff may need to discuss the issues with the young person's family members, relatives or advocates to agree on the best course of action for the future.

Staff will deal with the perpetrators as well as the victims. In doing so, they must bear in mind that bullying behaviour may in itself be an indication of previous abuse or exposure to violence. Their focus should be on the bullying behaviour rather than the bully themselves and, where possible, the reasons for the behaviour should be explored and dealt with. A clear explanation of the extent of the upset the bullying has caused should be given to the child who perpetrated the bullying behaviour and they should be encouraged to see the victim's points of view.

Staff will work with the bully by:

- talking to the child about their behaviour and the possible reasons for it
- Referring the child for support or therapeutic intervention from relevant agencies
- 'Restorative Justice' where they may have to face up to their behaviour and consider alternate ways of behaving in the resolution of conflict



Orchard Therapeutic

OUTREACH • BARN • FARM • POST 16

- Discussing strategies for how the child manages their feelings of anger and frustration
- Actively monitoring the child to assess if the bullying has stopped, and initiating further action if required
- Serious incidents of bullying may require the removal of the bully from the area or the withdrawal of related privileges
- Involvement of the police where bullying constitutes a crime
- Staff may need to discuss the issues with the young person's family members, relatives or advocates to agree on the best course of action for the future. This can involve agreeing on ways of rewarding good behaviour, and positively valuing the young person's achievements to build up the young person's self-esteem
- In extreme cases, The Line Manager will contact the Local Authority with a view to exercising the right to terminate the Contract for Residency altogether.

In all cases of suspected or reported bullying, records must be thoroughly documented and maintained on the Incident Form in accordance with company policy.

Sanctions will be applied fairly, proportionately, consistently and reasonably, taking into account any special educational needs or disabilities that young people may have, and also taking into account the needs of vulnerable young people.

At The Services sanctions have the following main purposes:

- Instill in the perpetrator the belief that what they have done is inexcusable
- Deter them from repeating their behaviour
- Deter other young people from doing similar things in the knowledge that it is unacceptable.

The ultimate aim is to find a constructive solution that enables the victim to enjoy life at the accommodation to which they are entitled and to improve the perpetrator's future attitudes and behaviour. The Services will strive towards this goal by:

- Listening, acknowledging and keeping all parties informed
- Teaching the child how to respond to bullying incidents in the future



Orchard Therapeutic

OUTREACH • BARN • FARM • POST 16

- Working with all who are involved to identify methods of supporting the victim, such as support groups, a circle of friends, restorative justice, etc.
- Restorative justice approaches hold young people accountable for their behaviour and engage with them on actions to be taken to repair the harm that has been done
- Involving parents and supportrs and engaging with them wherever possible in response to bullying
- Using mediation services offered by the local authority or other local organisations
- Monitoring and staging reviews to assess whether the actions taken have successfully prevented the recurrence of bullying and ensured the victim feels safe again
- Implementing a complaints procedure and making young people and their families/guardians aware of it.

Good Practice

Clear guidance and procedures will be given to staff, parents, and young people about what to do if bullying occurs.

Examples of good practice in place at The Services include:

- Peer support
- Circle of Friends
- Young people lead accommodation meetings
- Suggestion boxes for anonymous reporting
- Support at transition in line with young people's needs and local authority expectations
- Small group work for specific skills including assertiveness, anger management, resilience skills, and calming and conflict resolution.

For this guidance to be effective, The Services see it as imperative that all agencies within a young person's support network collaborate in order to:

- Offer training to key staff across agencies in early intervention and mediation
- Monitor all requests for transfer and withdrawal from one home to another in relation to possible links to bullying and follow up accordingly



OUTREACH • BARN • FARM • POST 16

- Develop web links to ensure all agencies have easy access to relevant resources.

Specialist Support and Other Resources

- The Anti-Bullying Alliance (ABA) -brings together over 100 organisations into one network to develop and share good practice across the whole range of bullying issues.
 - <https://anti-bullyingalliance.org.uk/>
- Childline -UK's free 24 Helpline for children and young people to call about any worry - more calls on bullying than any other issue.
 - Tel: 0800 1111
 - <https://www.childline.org.uk/>
- National Society for the Prevention of Cruelty to Children (NSPCC) works to end cruelty to children and provides a range of direct services for children and young people, and for their parents/supportrs and families.
 - Tel: 0808 800 5000
 - <https://www.nspcc.org.uk/>
- Victim Support -a national charity for people affected by crime, including bullying; a free and confidential service. The helpline provides support, information and referrals to local services.
 - 0207 896 3769
- Action for Children (formerly NCH) - a leading UK charity that supports some of the country's most vulnerable and excluded children and young people, providing family and community centres and children's services in rural areas.
 - 0207 7704 7000
- Child Exploitation and Protection Online (CEOP) -working across the UK supporting the provision of internet safety for children and young people, as well as free education programmes for young people, their families and professionals who work with them.
 - 0870 000 3344
- Contact A Family - provides advice, information and support to families with disabled young people across the UK and those who work with them.
 - 0207 608 8740

Resources for Specific Bullying Issues

Cyberbullying

Advice on Child Internet Safety - The UK Council for Child Internet Safety (UKCCIS) has produced universal guidelines for providers on keeping children safe online.

- Specialist resources for young people of all ages to raise awareness of online safety and how to protect themselves.
- The UK Council for Child Internet Safety (UKCCIS) have given an overview for staff on how to respond to incidents involving sexting.
- UK government guidance for education settings working with young people.

LGBT

- Resources to use when tackling gender stereotypes.
- Resources to help schools, colleges and workplaces ensure they are LGBT inclusive.

SEND

- Provide online resources and training to organisations that work with young people on bullying because of physical differences.
- Advice provided by the Anti-Bullying Alliance on developing effective anti-bullying practice;
- Represents people with learning disabilities, with specific advice and information for people who work with children and young people.

Racism

- Provides workshops and other projects to teach young people about the consequences of unchecked prejudice and discrimination, and cultural diversity, stemming from the events of the Holocaust and Anne Frank's life.
- Runs education programmes and campaigns to eliminate racism, initially from football but since expanding to wider society.
- Information on racist and faith-targeted bullying from the Anti-Bullying Alliance, including top tips for organisations that work with young people, advice on countering intolerance and prejudice, promoting shared values and what the law says.
- Educational charity that provides resources and workshops for organisations working with young people to eliminate racism from sport.



OUTREACH • BARN • FARM • POST 16

Monitoring and Review

The Line Manager will check this policy is working properly and they will review it at least once a year. We will make improvements to the policy wherever we can.

Employees are invited to suggest ways the policy can be improved.

This policy does not form part of any employee's contract of employment, and it may be amended at any time.

After reading this Policy, you should be able to:

- Understand what Anti-Bullying Policy is and how the Anti-Bullying Policy operates.
- Understand how Anti-Bullying Policy operates at The Services and have an awareness of the actions we take in preventing, identifying and reporting concerns.
- Understand the role you play in Anti-Bullying Policy.

If you have not understood any of these points, please ask your Line Manager or trainer for further help

Policy Review

A Director will review this policy at least once a year to make any updates needed.



OUTREACH • BARN • FARM • POST 16

Authorization and Signature

This Policy is the authorized version agreed upon by the Directors of Orchard Therapeutic Support Ltd.

All employees are expected to follow this policy and failure to do so could result in disciplinary action.

Director's Signature

Ludivine Parmentier

Director