



London College of Business Management and Computing Studies

**80 – 82 Nelson Street
London E1 2DY
PH: 02070011053
www.lcbmc.co.uk
E-mail: admin@lcbmc.co.uk**

Anti-bullying Policy

Statement of Intent

LCBMCS is committed to providing a supportive, friendly, safe and positive environment free from offensive behaviour, to help you achieve your learning goal and get the most out of your experience of College life. Bullying of any kind is not tolerated at the College. If it does occur, learners/staff are urged to voice their grievance in the secure knowledge that incidents will be dealt with promptly and effectively. We encourage both those who are being bullied and those who are aware of bullying, to inform a member of staff.

What is bullying?

Bullying is the abuse of power and the use of aggression with the intention of hurting another person. Bullying results in pain and distress to the person being bullied and is unacceptable. Bullying can be:

Physical	pushing, kicking, hitting, pinching, etc.
Emotional	excluding (sending to Coventry), tormenting, ridiculing, humiliating
Verbal	name-calling, sarcasm, spreading rumours
Racist	racial taunts, graffiti, gestures
Sexual	unwanted physical contact, abusive or unwelcome remarks
Homophobic	comments about one's sexuality

Examples of bullying which are considered Gross Misconducts:

Disruptive and aggressive behaviour towards learners, staff or visitors

Fighting

Harassment and Bullying ~ racist, sexist etc

Endangering the health and/or safety of self and/or others

Gross indecencies

Incidents involving violence or threat of violence

Hoaxes of any kind, including telephone

Threatening use of mobile phones/internet e.g. emails, photographs, blogs etc

Signs and Symptoms of Bullying

not wanting to come to College

change in usual routines

becoming anxious or withdrawn

attempted or threatened suicide

crying

nightmares

feeling ill

bruising, cuts

doing poorly at College

possessions 'go missing'

Quality Document Number: 92 Issue 3 Date of Issue: November 2009 Document Owner:

Head of Learner Services

becoming aggressive or unreasonable

becoming withdrawn and lacking in confidence

bullying other children or siblings

Why is it important to respond to bullying?

Bullying can cause serious physical and mental problems and can ruin an individual's chances of success, both in College and in their future career. No-one deserves to be a victim of bullying. Everyone has the right to be treated with respect.

Learners who bully need to learn different ways of behaving, or they will go on to become bullies at home and in the workplace.

LCBMCS undertakes to respond promptly and effectively to issues of bullying. If you are being bullied or you have reason to believe that someone else is being bullied, please inform a member of staff.

What should you do if you feel you are being bullied?

If you feel you are being bullied, TELL SOMEONE. This may, in the first instance, be your Personal Tutor, Student Welfare Officer, a member of staff, or the Principal.

Once a member of staff has been alerted, the next step will be to discuss your problem (by interviewing all parties), in order to decide upon the next course of action, conducted by the course tutor and the Student Welfare Officer.

If there is a case to answer, the next step will be the Learner Disciplinary Procedure. This, in turn, could lead to the Appeals Procedure, if either party felt dissatisfied with the result. (Details of these procedures are contained within the Student Handbook or college website).

In certain circumstances, the College may feel it necessary to involve your guardians or the police. At all stages in the above procedures, you may bring a friend or anyone to support you.

Counselling sessions - confidential, independent and supportive - can be arranged for either the bullied or the bully, to ensure that the individuals are able to move forward in a more positive and confident way.