

Student Anti-Bullying & Harassment Policy

Bullying and harassment is behaviour that makes someone feel intimidated or offended and is unacceptable in the Extra Learning environment.

Examples of bullying or harassing behaviour include:

- spreading malicious rumours
- unfair treatment
- picking on someone
- regularly undermining a competent worker
- denying someone's training or promotion opportunities

Bullying and harassment can happen:

- face-to-face
- by letter
- by email
- by phone

The law

Harassment is against the law. This is when the unwanted behaviour is related to one of the following:

- age
- sex
- disability
- gender (including gender reassignment)
- marriage and civil partnership
- pregnancy and maternity
- race
- religion or belief
- sexual orientation

EXTRA LEARNING is committed to providing all students a healthy and safe learning environment. EXTRA LEARNING will ensure that procedures exist to allow complaints of bullying to be dealt with and resolved within EXTRA LEARNING without limiting any person's entitlement to pursue resolution of their complaint with the relevant statutory authority. EXTRA LEARNING is committed to the elimination of all forms of bullying.

This policy applies to all students of Extra Learning.

DEFINITIONS

Bullying is unwelcome or unreasonable behaviour that demeans, intimidates or humiliates people either as individuals or as a group. Bullying behaviour is often persistent and part of

a pattern, but it can also occur as a single incident. It is usually carried out by an individual but can also be an aspect of group behaviour (see “mobbing” below). Some examples of bullying behaviour are:

Verbal communication

- Abusive and offensive language
- Insults
- Teasing
- Spreading rumour and innuendo
- Unreasonable criticism
- Trivializing of grades and achievements

Manipulating the learning environment

- Isolating people from learning interaction

Psychological manipulation

- Unfairly blaming for mistakes
- Setting people up for failure
- Deliberate exclusion
- Practical jokes
- Belittling or disregarding opinions or suggestions
- Criticizing in public

Context is important in understanding bullying, particularly verbal communication. While care should be exercised, particularly if a person is reporting alleged bullying as a witness, it is better to be genuinely mistaken than to let actual bullying go unreported.

Mobbing

Mobbing is a particular type of bullying behaviour carried out by a group rather than by an individual. Mobbing is the bullying or social isolation of a person through collective unjustified accusations, humiliation, general harassment or emotional abuse. Although it is group behaviour, specific incidents such as an insult or a practical joke may be carried out by an individual as part of mobbing behaviour.

CONSEQUENCES OF BULLYING

Bullying is unacceptable behaviour because it breaches principles of equality and fairness, and it frequently represents an abuse of power and authority. It also has potential consequences for everyone involved.

IF YOU THINK YOU HAVE BEEN BULLIED

- Any student who feels he or she has been victimized by bullying is encouraged to report the matter to his or her tutor or Student Welfare Officer.
- Where appropriate, an investigation will be undertaken and disciplinary measures will be taken as necessary.