



## Anti-Bullying and Harassment Policy

### Policy Statement

International House Manchester's classes take place face to face at its Manchester school as well as online, via Zoom. As an educational provider, we have a responsibility to promote our students' and staffs' welfare whilst studying or working with us.

Bullying causes real distress. It can affect a person's health and development and, at the extreme, can cause significant harm. Everyone, regardless of age, disability, gender, race, religion or belief, sex or sexual orientation, has the right to equal protection from all types of harm or abuse, and everyone has a role to play in preventing all forms of bullying (including online) and putting a stop to bullying.

### Policy Aim

The purpose of this policy is to ensure that:

- The school complies with the Equality Act 2010
- All staff, students and parents have an understanding of what bullying and harassment are
- All staff, students and parents are protected against bullying and harassment and protected against the messages of all fundamentalist, extremist, and violent ideologies
- All staff know the school policy on bullying and harassment, and follow it when it is reported
- All students and parents know the school policy on bullying and harassment, and what to do if it arises
- Those involved are supported if an incident is reported, especially hate incidents and crimes.

This policy applies to:

- Students – i.e., anyone on a course with International House Manchester, whether they are in school or online, enrolled or trial, fee-paying or free.
- Staff – i.e., anyone working with or on behalf of International House Manchester. This includes directors, paid staff, volunteers, homestay hosts, contractors and agents.

Reviewed April 2022– Next review October 2022 or in the event of staffing, policy, or legislative changes



## Key Contacts

Name	Title	Role related to relevant issues	Contact
Claire Bouédo	Accommodation and Welfare Manager	<ul style="list-style-type: none"> <li>Managing the prevention of bullying and harassment in school</li> <li>Dealing with bullying and harassment issues and Child Protection concerns</li> </ul>	<p><b>Phone number:</b> +44 (0)7455 563 392</p> <p><b>E-mail address:</b> claire.bouedo@ihmanchester.com</p>
John O’Leary	Principal	<ul style="list-style-type: none"> <li>Supervising Accommodation and Welfare Officer</li> <li>Overseeing pastoral care</li> <li>Deputising for the Accommodation and Welfare Officer in their absence</li> </ul>	<p><b>Phone number:</b> +44 (0)7455 563 392</p> <p><b>E-mail address:</b> john@ihmanchester.com</p>

## What is Bullying?

Bullying is the use of aggression with the intention of hurting another person. Bullying results in pain and distress to the victim.

Bullying can be:

- **Emotional:** isolating and excluding someone. For example: being unfriendly, tormenting (e.g., hiding books, threatening), excluding someone from social groups or an activity, or spreading malicious rumours.
- **Physical:** physical harm or threat of it and abuse of personal property –fighting, pushing, hitting, taking, or hiding belongings, or any use of violence; use or threat of use of weapons, physical intimidation.
- **Racist:** bullying directed at individuals of a certain race, culture, ethnicity, language, or faith.
- **Sexual:** harassing someone with comments and actions that are sexual in nature, negative stereotyping, spreading rumours, unwanted or inappropriate sharing of nudes and semi-nudes, physical contact or sexual references.
- **Homophobic:** attacking someone because of their actual or perceived sexual orientation.
- **Transphobic:** making someone feel unwelcome because of their perceived or actual gender identity.
- **Religious:** attacking faith, belief, religious practice or custom.
- **Special Needs and Disability:** commenting on, mocking, or discriminating against people with physical disabilities or learning difficulties or other special educational needs.

Bullying can happen:

- **Online:** on social networking sites, email, instant messaging, text messages and video/phone calls.
- **In person:** on our outside school premises.

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## What is harassment?

Harassment, as defined in the Equality Act 2010, is: “engaging in unwanted conduct related to a relevant protected characteristic, and the conduct has the purpose or effect of:

- violating an individual's dignity, or
- creating an intimidating, hostile, degrading, humiliating or offensive environment for an individual.”

The nine protected characteristics it is illegal for anyone to discriminate against are:

- Age
- Gender
- Gender identity or reassignment
- Marriage of Civil Partnership
- Pregnancy or Maternity
- Disability
- Race
- Religion, belief, or lack of religion/belief
- Sexual orientation

## Preventive measures

### Encouraging a positive environment

The best way to make sure that bullying and harassment do not take place is to create and encourage a positive environment. That way, they are less likely to develop and are more easily detected. We aim to create an environment that encourages positive and respectful behaviour in and outside the classroom.

### Diversity

Bullying and harassment are closely related to how we respect and recognise the value of diversity. The school is proactive about seeking opportunities to learn about and celebrate difference and welcoming new people to the school.

### Equality

We abide by the provisions of the Equality Act 2010, as well as the laws of the United Kingdom regarding equality of opportunity and opposition to discrimination, inside and outside the classroom. Please see our Equality Policy for more information.

### Prevent Duty

Prevent is the government’s strategy to prevent and fight extremism. People are considered extremists when they propose using violence to achieve what they believe in. We, at International House Manchester, have a duty to try and reduce the likelihood of anyone, students, staff, or homestays getting drawn into any form of extremism, e.g., religious

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extremism, homophobia, right-wing ideology. As part of the Prevent Duty, the school actively promotes core British values and all members of staff must exemplify them. These values are:

- Democracy
- Rule of Law
- Freedom of the Individual
- Respect and Tolerance of Those with Different Faiths and Beliefs

### School policies as a deterrent

We have robust policies and procedures to deter any form of bullying or harassment. These are classed as misconduct in our student Code of Conduct and our staff Disciplinary and Grievance Policy, which means that bullying and harassment will trigger disciplinary procedures. This acts as a strong deterrent as it means that students might be expelled and staff might be dismissed if they are guilty of bullying or harassment. Students are informed of this before their course start and at induction. Staff are informed of this before their employment starts and during their induction.

### Staff training

To make sure that staff can identify students at risk of being abused and know how to refer students for further help, each member of staff in school and homestay hosting children must undertake basic safeguarding awareness training, as well as receiving school specific instruction during induction.

### Reporting concerns

If a student is feeling that they are being bullied, or if anyone suspects that bullying is taking place, they are required to report this to one of the people listed in the Key People section above.

### Responding and dealing with bullying and harassment concerns

Bullying and harassment will be treated as abuse and any reports or suspicions of such behaviour will be responded and dealt with following the procedures described in the Child Protection and Safeguarding Vulnerable Adults Policies, as well as the Code of Conduct and Exclusion Policy and the Disciplinary and Grievance Policy.

It is important to note that International House Manchester will support and engage both the victim and alleged perpetrator throughout any investigation into allegations of bullying or harassment.

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