



## **Bullying and Harassment Procedure – Students**

### **1. Policy Statement**

Birkenhead Sixth Form College is committed to ensuring that its members are treated with dignity and respect, irrespective of age, disability, gender reassignment, marriage or civil partnership, pregnancy and maternity, race, religion or belief, sex, or sexual orientation. It is also committed to the elimination of all forms of bullying/harassment in College, and the creation of an inclusive, safe and secure working and learning environment for all its members.

### **2. Policy Aims and Objectives**

The aim of this policy is to prevent any form of bullying/harassment within the College. All members of the College community, including staff, students, governors and associates have a responsibility for achieving this.

Where it does occur, the policy aims to take appropriate and effective action to prevent any recurrence.

The specific policy objectives are:

- To ensure that all members of the College are aware of the types of behaviour which constitute bullying/harassment, and of their responsibilities to prevent and report any such incidents.
- To ensure all members of the College understand that bullying/harassment will not be tolerated and that appropriate measures will be taken.
- To promote a climate within the College which does not support bullying/harassment, and where everyone feels confident in bringing forward complaints of bullying/harassment without fear of victimisation and recrimination.
- To ensure that all allegations of bullying/harassment are responded to quickly, positively and in complete confidence, and that victims and perpetrators are offered counselling and support.

### **3. Guidelines for Students**

If, as a student, you feel that you or others are being bullied, harassed, or discriminated against in College or whilst taking part in College activities, you should talk to someone about it.

You should discuss your concerns with your Personal & Guidance Tutor, Course Tutor or any other member of staff. If necessary you can make a formal complaint. Specific advice is available from the Equality & Diversity Coordinator, the Principal, Director of HR who has overall responsibility for Equal Opportunities and Assistant Principal.

Any concerns or complaints will be dealt with in confidence and acted upon with sensitivity.

Copies of the Complaints Procedure can be accessed via the College website, are kept by all senior staff and are available from Reception.

### **4. Monitoring**

The procedure will be monitored by the Equality & Diversity Coordinator in conjunction with the Director of HR.

Progress reports will be presented to the Equality & Diversity Committee and summarised in the annual report to the Corporation.