

ABUSIVE BEHAVIOUR, BULLYING AND HARASSMENT POLICY

Bethnal Student Academy (BSA) understands that different nationalities with different habits and beliefs pass through the school every year, making the school a special place with a truly international and multicultural environment.

We expect tolerance and respect from all students and staff.

Bullying is an act of repeated aggressive behaviour in order to intentionally hurt another person, either physically or mentally.

Harassment is any unwanted conduct related to race, age, religion, etc. that could create an intimidating, humiliating or offensive atmosphere for the person.

Harassment may occur even if the person did or not intended to offend. What someone may consider a joke, may be offensive for another person.

Bullying and harassment are both forms of abuse. BSA takes its responsibilities to students and staff very seriously and makes every effort to provide a secure, non-threatening environment in which to study and work.

The school has developed and implemented a policy to ensure, wherever possible, that this is achieved and to deal with abusive and unacceptable behaviour in class, on school premises, accommodation and on organised social activities with BSA.

None of the following will be tolerated by BSA regardless of the circumstances:

- Offensive songs, remarks, jokes, emails or gestures
- Display of offensive posters, publications and graffiti
- Unwanted physical contact or advances
- Offensive remarks about a person's dress or appearance
- Offensive remarks about a person's race, gender, marital status, disability, religion or belief, sexual orientation, gender identity or age
- Shouting, abusive or intimidating language
- Spreading malicious rumours, allegations or gossip
- Excluding, marginalising or ignoring someone
- Intrusion by pestering, spying or stalking
- Removing areas of responsibility and imposing menial tasks
- Cyber-bullying: that is, the sending or posting of harmful, cruel or offensive text or images by email, internet, social networking websites or other digital communication devices.

In a case of harassment or bullying, the person affected should raise the matter immediately with the Designated Safeguarding Leader (DSL) or in their absence, either with the Deputy DSL or the Company Manager– whomever they feel most comfortable talking to. This member of staff will investigate the matter and take appropriate action. It is the school's decision whether or not your behaviour is abusive or unacceptable. If the behaviour is deemed to be either, the school will give one written warning.

Please note that BSA may order students to leave the school immediately with no refund and no written warning if, in the school's opinion, the offending behaviour is very serious.

If an incident has occurred, and it is considered advisable to inform other members of staff, provided the person who reported the incident agrees, they will be informed and the incident will be documented and filed in their student or staff file.

After cases of harassment, the partners will always follow up to ensure the person affected is supported.

The school displays "respect" and "anti-bullying" posters in classrooms and this policy will be outlined in the teacher's handbook.

All incidents will be recorded in writing.