

Anti-Bullying Policy

Definition of bullying

Bullying is behaviour that hurts someone else - such as name calling, hitting, pushing, spreading rumours, threatening or undermining someone.

Purpose of policy

The purpose of Equip Education's anti-bullying policy is to prevent bullying from happening within the organisation, as much as possible. When bullying does happen, Equip Education will make sure it is stopped as soon as possible and that those involved receive the support they need. In addition, Equip Education will provide information to all staff, children and their families about what needs to be done to prevent and deal with bullying. Bullying causes real distress. It can affect a person's health and development and, at the extreme, can cause significant harm. People are often targeted by bullies because they appear different from others. Equip Education acknowledges that everyone has a role to play in preventing bullying and putting a stop to bullying.

Preventing bullying

Equip Education will seek to prevent bullying by:

1. Developing a code of behaviour that sets out the **dos and don'ts** in terms of how everyone involved in Equip Education is expected to behave, both in face-to-face contact and online. This **Code of Behaviour** can be found in this **Safeguarding Handbook**.
2. Developing a new members' **Welcome Policy** that will help Equip Education to attract members from diverse groups.
3. Developing a plan that describes how we welcome new members and help them to settle in.
4. Holding regular discussions with Equip Education's staff members, volunteers, children and families who use Equip Education, to ensure that they understand Equip Education's **Anti-Bullying Policy**. **These discussions will focus on:**
 - a. Group members' responsibilities to look after one another and uphold the behaviour codes.
 - b. Practising skills such as listening to each other.
 - c. Respecting the fact that we are all different.
 - d. Making sure that no one is without friends.
 - e. Dealing with problems in a positive way.
 - f. Checking that the anti-bullying measures are working well.
5. Developing a **Complaints Policy and Procedure**. This policy and procedures can be found in Equip Education's **Complaints Policy**, **Complaints Procedure** and **Complaints Procedure Flowchart** in the **Part 2** section of this **Safeguarding Handbook**.
6. Making sure that Equip Education staff, children, as well as parents and carers have clear information about our **Anti-Bullying Policy**, **Complaints Procedure**, **Code of Behaviour** and **Anti-Bullying Procedure**.

Responding to bullying

When bullying occurs Equip Education will respond to it by:

1. Having a clear **Anti-Bullying Procedure** in place.
2. Providing support and training for all Equip Education staff on dealing with all forms of bullying, including racial, sexist, homophobic and sexual bullying.
3. Addressing the issue from the point of view of the person being bullied, the bully, any bystanders and Equip Education as a whole.
4. Reviewing the plan developed to address the bullying, in order to ensure that the problem has been resolved.

5. Avoiding any punishments that make the individuals concerned seem small, or look or feel foolish in front of others.

Equip Education will review this [Anti-Bulling Policy](#) and best practice at least annually. In addition, more frequent reviews will be undertaken following a change in safeguarding legislation; following the implementation of a new activity or service which involves contact with children and/or adults at risk; following a safeguarding incident within Equip Education (or one which directly concerns or affects Equip Education); and/or following a significant organisational change.

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