PROSPERO GROUP

# Anti-Bullying Policy

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| **Approved by:** | Rob Grays - Chief Executive Officer |

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## Purpose and Scope

Prospero Group is committed to the safety and welfare of Children, of Adults at Risk, and of our Temporary Workers.

The purpose of this policy statement is:

- To prevent bullying, where possible.
- In the event of an occurrence, to ensure bullying is stopped as soon as possible.
- Where affected, individuals involved receive the support they need.
- To provide information about the measures Prospero Group take to prevent and deal with bullying.

This policy statement applies to all Temporary Workers, working on behalf of Prospero Group.

**Temporary Workers are expected to treat this policy as an addition, and subordinate, to the Client's Anti-Bullying Policy.**

## Definitions

- **Adult at Risk** – any person aged 18 years and over, who is or may be in need of community care services by reason of mental health issues, learning or physical disability, sensory impairment, age or illness and who is or may be unable to take care of him/herself or unable to protect him/herself against significant harm or serious exploitation.
- **Child/Children** - any person under the age of 18.
- **Client** – an organisation, which engages with Prospero Group to purchase Work-Finding Services. This includes, amongst others: Schools, Local Authorities, Care Homes, Universities, Parents/Carers and Private Sector organisations.
- **Prospero Group** – is comprised of three entities: Prospero Teaching, Prospero Health & Social and Prospero Integrated.
- **Service User** – is defined to mean Child, Children or Adult at Risk.
- **Temporary Worker** – an individual receiving Work-Finding Services, delivered by Prospero Group. This includes, amongst others: Teachers, Tutors, Teaching Assistants, Care Assistants, Support Workers and Nurses.
- **Work-Finding Services** – taken to mean recruitment activity, advertising of roles and provision of work-related training, provided by Prospero Group.

## Roles and Responsibilities

Prospero Group will:

- Enforce our Behaviour Management Policy and Code of Conduct - which set out behaviour and conduct expectations for face-to-face and online contact, and activities both within and outside of our Work-Finding Services.
- Hold regular discussions with Temporary Workers, Service Users and Clients, about bullying and how to prevent it.
- Provide support and training for Temporary Workers on dealing with all forms of bullying, including racist, sexist, homophobic, transphobic and sexual bullying.

Regular discussions with Temporary Workers, Service Users and Clients will focus on:

- Responsibilities to look after one another and uphold the Prospero Group's Behaviour Management Policy.
- Practising skills - such as listening to each other.
- Respecting individual differences and preferences.
- Handling problems, issues and conflict in a positive way.

- Review and update of anti-bullying measures.

Prospero Group will ensure any our response to incidents of bullying takes into account:

- The needs of the person being bullied.
- The needs of the person displaying bullying behaviour.
- Needs of any bystanders.
- Our organisation as a whole.

Temporary Workers must:

- Follow our Temporary Worker Behaviour Management Policy and Code of Conduct.
- Know the signs and indicators of bullying.
- Remain up to date in positive behaviour management techniques and training.
- Promote positive behaviour in Service Users.
- Take a calm, unemotional, problem-solving approach when dealing with incidents of bullying behaviour.
- Follow Prospero Group's procedures for reporting concerns.

Service Users must:

- Behave respectfully towards Temporary Workers, other Service Users, members of the public and the environment where services are being provided.
- Abide by the rules and expectations as set out and agreed with the Temporary Worker.

Where applicable, Parents/Carers/Guardians must:

- Discuss the rules and expectations as set out and agreed with the Temporary Worker and Service User, and ensure understanding of expected behaviour.
- Work collaboratively with Prospero Group, Temporary Workers and any other relevant stakeholders to address any recurring issues with bullying.
- Attend meetings and participate in the development and implementation of a behaviour improvement plan as needed.

## Definition of Bullying

Bullying is identified as the systematic abuse of power by one person or a group of people over another person or group, which is deliberately intended to hurt, threaten or frighten another person or group of people. It is usually unprovoked and is often repeated and can continue for a long period of time. Bullying can include a wide range of behaviour. This may include:

- Physical aggression: hitting, kicking, pushing, taking or damaging belongings;
- Verbal: name calling, mocking of accents, sarcasm, nasty teasing or spreading rumours
- Racial: racist taunts, graffiti or gestures.
- Emotional: deliberately leaving someone out, tormenting (e.g. hiding books, threatening gestures) or ignoring someone
- Non-verbal: 'dirty' looks, gestures or staring

## Cyber Bullying and Online Safety

Cyberbullying is the use of technology to harass, threaten, embarrass, or target another person. Online threats and mean, aggressive, or rude texts, tweets, posts, or messages all count. So does posting personal information, pictures, or videos designed to hurt or embarrass someone else.

Cyberbullying also includes photos, messages, or pages that don't get taken down, even after the person has been asked to do so. In other words, it's anything that gets posted online and is meant to hurt, harass, or upset someone else.

Please refer to our Online Safety Policy for further information.

## Child-on-Child Abuse

Temporary Workers should be aware that children can abuse other children (referred to as child-on-child abuse) and that it can happen both inside and outside of school or college and online. Child-on-child abuse is the term chosen by the DfE and, by definition, it applies to abuse by one child of another child – regardless of the age, of stage of development, or any age differential between them.

Child-on-child abuse can take various forms, including but not limited to:

- Bullying (including cyberbullying, as described above)
- Hate incidents and hate crimes
- 'Teenage relationship abuse' i.e. abuse within a personal relationship between two children/young people
- Physical abuse
- Racism
- Initiation/hazing type rituals
- Harmful Sexual Behaviour (i.e. sexual behaviour that is developmentally inappropriate and/or which is harmful or abusive)
- Sexual harassment (including online)
- Misogyny (i.e. an ingrained dislike or prejudice against women and girls)
- Misandry (i.e. an ingrained dislike or prejudice against men and boys)

In line with this statement:

- All bullying, of any sort, (including on-line bullying, child on child abuse) is therefore unacceptable and will be treated seriously. All actions will be in line with our Positive Behaviour Management Policy.
- Pupils who experience bullying will be supported.
- All incidents of bullying are reported and recorded.
- We recognise the effects that bullying can have on pupils' feelings of worth and on their schoolwork, and we will actively promote an anti-bullying environment.

## Consequences

Failure to adhere to this policy may result in termination of the Temporary Worker's Work-Finding Services and referral to the Disclosure and Barring Service / relevant professional body, if applicable.

## Data Protection

Prospero Group will treat all Temporary Workers' data confidentially and in accordance with the requirements of the Data Protection Act 2018 and the General Data Protection Regulations 2018.

## Enforcement

This policy will be enforced by Prospero Group's CEO, Managing Director, Operations Directors, Head of Compliance & Safeguarding, Head of HR and Data Protection Officer.

Failure to adhere to this policy may result in suspension / termination of the Temporary Worker's Work-Finding Services and referral to the Disclosure and Barring Service / relevant professional body, if applicable.

## Review

This policy will be reviewed annually and may be updated in line with government guidance.