

KSVN Student Anti-bullying and Anti-harassment Policy (peer on peer)

Kent School of Veterinary Nursing is committed to encouraging and maintaining good inter-learner relations within a working environment which fosters good team working and encourages learners to give of their best. Everyone in the Centre and those who have dealings with the Centre have a responsibility to maintain good working relationships and not use words or deeds that may harm the wellbeing of others. In addition to the obligations placed upon both Centre staff and all students by equality and human rights legislation, everyone has the right to be treated with consideration, fairness, dignity and respect. This contributes to a learning environment in which individuals feel safe and can work effectively competently and confidently.

KSVN has a “zero tolerance” policy and will investigate vigorously any allegations of bullying or harassment, regardless of whether the matter has been raised formally or informally.

KSVN will provide and sustain a safe working environment in which everyone is treated fairly and with respect. Those learning with Kent School of Veterinary Nursing must not encounter harassment, intimidation or victimisation on the basis of gender, race, colour, ethnic or national origin, sexual orientation, marital status, religion or belief, age, trade union membership, disability, offending background or any other personal characteristic.

Everyone carries a personal responsibility for their own behaviour and for ensuring that their conduct is in accordance with the principles set out in this policy. In addition, each person has a responsibility to report any instance of bullying or harassment which they witness or which comes to their attention. Every student & staff member has a responsibility to act as role models, pro-actively addressing instances of bullying and harassment.

Harassment may be defined as any conduct which is:

- unwanted by the recipient
- is considered objectionable
- causes humiliation, offence, distress or other detrimental effect.

Harassment may be an isolated occurrence or repetitive; it may occur against one or more individuals. Harassment may be, but is not limited to:

- Physical contact – ranging from touching to serious assault, gestures, intimidation, aggressive behaviour.
- Verbal – unwelcome remarks, suggestions and propositions, malicious gossip, jokes and banter, offensive language.
- Non-verbal – offensive literature or pictures, cyber bullying, sexting, graffiti and computer imagery, isolation or non-co-operation and exclusion or isolation from social activities.

Bullying is unlikely to be a single or isolated instance. It is usually, but not exclusively repeated and persistent behaviour which is offensive, abusive, intimidating, malicious or insulting. Bullying includes but is not limited to:

- Conduct which is intimidating, physically abusive or threatening
- Conduct that denigrates, ridicules or humiliates an individual, especially in front of peers
- Humiliating an individual in front of others
- Picking on one person when there is a common problem
- Shouting at an individual to get things done
- Consistently undermining someone and their ability in their work / actions
- Setting unrealistic targets or excessive workloads
- “cyber bullying” i.e. bullying via e-mail or social media. (Care and sensitivity should be practised with regard to the choice of context and language where communication options are limited).
- Setting an individual up to fail e.g. by giving inadequate instructions or unreasonable deadlines.

Harassment and bullying may be summarised as any behaviour that is unwanted by the person to whom it is directed. It is the impact of the behaviour rather than the intent of the perpetrator that is the determinant as to whether harassment or bullying has occurred.

Reporting

Staff will deal promptly and effectively with incidents and allegations of peer on peer abuse.

Students will be offered every support and will be listened to when any form of peer on peer abuse is reported. It is important that all victims are reassured and concerns raised or incidents identified are taken seriously and that they will be supported and kept safe.

Everyone has the right to be treated with respect. KSVN recognises its responsibility to respond to these issues to ensure a positive learning environment for all and to promote equality, diversity and inclusion at every opportunity.

The steps below will not necessarily follow sequentially, as some incidents may be so serious that they will lead to an immediate formal safeguarding report.

- In the first instance ask the person to stop (but do not retaliate). The person may not be aware how distressing their actions may be.

- Keep a log of incidences, including text or email messages. Make a note of the times, places and nature of the unwelcome behaviour(s) you are experiencing
- Tell someone about the incident(s) so that a Bullying Concern can be recorded. This person may be: a tutor, Head of Curriculum or Head of Centre or a member of the external Student Support Team.

If you have concerns relating to a particular member of staff, you can discuss these with any other member of staff with whom you feel comfortable talk. This staff member must inform one of the Directors immediately.

If you feel you cannot tell a member of staff then you should tell a friend or a member of your family who can talk to a member of staff on your behalf.

A staff member will talk to you about the incident. You will be listened to sympathetically and your concerns taken seriously. You will be asked to complete a statement.

Your Personal Tutor will investigate the incident. The alleged bully and any other witnesses may be interviewed and asked to write a statement. The matter may be resolved with mediation alone, if it is a minor conflict.

The investigation will be carried out within ten working days from the date of report

In some cases it may take longer than ten working days due to the complex nature of the incident. If this is the case the College will let you know and keep you informed of progress

If there is a clear case of bullying or harassment, the Student Disciplinary Policy and Procedures will be instigated.

Support is available for those being bullied or harassed as well as the harasser or bully, to help individuals to move forward in a more positive and respectful way.

You may wish to speak to Natalie Brudenell as the KSVN Designated Safeguarding Lead on: 07928 975567 or natalie@ksvn.co.uk

You may find useful advice & information here:

www.bullying.co.uk

or you may choose to go straight to the police.