

POLISH UNIVERSITY ABROAD IN LONDON

ANTI-BULLYING POLICY

Nominated Member of Leadership Staff Responsible for the policy: (Name and role)

Date written: (Month, Year)

Date agreed by the Board of Trustees: (Month, Year)

Date of next review: (Month, Year) This policy will be reviewed at least annually, and following any concerns and/or updates to national/local guidance or procedures

Policy objectives:

1. This policy outlines what the University will do to prevent and tackle all forms of bullying.
2. The policy is committed to developing an anti-bullying culture where the bullying of staff and students is not tolerated in any form.

Links to legislation:

There are several pieces of legislation which set out measures and actions in response to bullying. These include (but are not limited to):

1. The Education and Inspection Act 2006
2. The Equality Act
3. The Education Regulations 2015
4. Protection from Harassment Act 1997
5. The Malicious Communications Act 1988
6. Public Order Act 1986

Responsibilities:

It is the responsibility of (name) to communicate this policy to the University community. The Board of Trustees will take a lead role in monitoring and reviewing this policy and all members of staff, volunteers and students will uphold, implement and abide by the policy accordingly.

Definition of bullying:

Bullying can be defined as “behaviour by an individual or a group, repeated over time that intentionally hurts another individual either physically or emotionally”. Bullying can include name calling, taunting, mocking, making offensive comments; kicking; hitting; taking belongings; producing offensive graffiti; gossiping; excluding people from groups and spreading hurtful and untruthful rumours. This includes the same unacceptable behaviours expressed online, sometimes called online or cyberbullying.

University's ethos:

The University recognises that all forms of bullying, especially if left unaddressed, can have a devastating effect on staff members, volunteers and students. It can create barriers to learning and have serious consequences for mental wellbeing. By effectively preventing and tackling bullying our University can help to create a safe and disciplined environment for staff members, volunteers and students.

Responding to bullying:

The following steps will be taken when dealing with all incidents of bullying reported to the University:

1. If bullying is suspected or reported, the incident will be dealt with immediately by the member of staff who has been approached or witnessed the concern.
2. The University will provide appropriate support for the person being bullied – making sure they are not at risk of immediate harm and will involve them in any decision making, as appropriate.
3. The Designated Safeguarding Lead (DSL) will interview all parties involved.
4. Sanctions, as identified within the University's Disciplinary Policy, and support will be implemented in consultation with all parties concerned.
5. If necessary, other agencies may be consulted or involved, such as the police, if a criminal offence has been committed.
6. A clear and precise account of bullying incidents will be recorded by the University. This will include recording appropriate details regarding decisions and action taken.
7. Individuals who have been bullied or affected will be supported by offering an immediate opportunity to discuss the concern with the Designated Safeguarding Lead or a senior member of office staff. They will be advised to keep a record of the bullying as evidence and how to respond to concerns and build resilience, as appropriate.
8. Where the bullying has occurred online the offensive or upsetting content and/or accounts will be reported to the service provider.

Preventing bullying environment:

The University will:

1. Create and support an inclusive environment which promotes a culture of mutual respect, consideration and care for others, which will be upheld by all.
2. Recognise that bullying can be perpetrated or experienced by any member of the University staff, volunteers and students.
3. The DSL will ensure that he/she regularly monitors and evaluates mechanisms to ensure that the policy is being consistently applied and any issues identified will be incorporated into the University's action planning.
4. The Rector will be informed of bullying concerns, as appropriate.
5. The DSL will report to the Board of Trustees on incidents of bullying, including outcomes.

Signed by:

PUNO Trustees

PUNO Safeguard Lead: Katarzyna Karita,

PUNO Safeguard Deputy Lead: Jaroslaw Solecki

Authorized by: PUNO's Senat

London, 26th October 2021