

Anti-Bullying Response Procedure

The following stages outline the college's formal response to reports of bullying. Our priority is to ensure the safety of the victim while providing a clear framework for accountability and behavioral change.

Stage 1: Initial Report & Triage

- **Statement Collection:** Written statements are gathered from the reporting student and any witnesses.
- **Case Review:** The Pastoral Support Team triages all statements.
- **Head of Year Briefing:** Information is passed to the Head of Year, including history of repeat incidents and any immediate sanctions already issued.

Stage 2: Informal Resolution (Low-Key Approach)

At this stage, the focus is on **Restorative Justice** and building resilience.

- **Mediation:** Discussions are held with both the alleged bully and the victim to establish the facts.
- **Parental Notification:** Parents/carers of both parties are contacted.
- **Staged Approach:** Students are encouraged to "put things right" through a solution-focused restorative process.
- **Outcome:** A low-level consequence may be issued.

Stage 3: Formal Investigation

If informal approaches fail or the incident is severe, the following formal steps are taken:

1. **Lead Identification:** An investigating officer is assigned, and a member of the Leadership Team is informed.
2. **Evidence Gathering:** Comprehensive statements are collected from all students and staff involved.
3. **Adjudication:** The investigating officer presents findings to the **Assistant Principal for Safeguarding** to determine final outcomes for both the victim and the perpetrator.
4. **Formal Meeting:** Parents of both parties are invited to a formal meeting at the college to discuss the investigation, sanctions, and support plans.

Documentation & Monitoring

All actions are documented to ensure a continuous record of care:

- **CPOMS Entry:** Statements, interview notes, and police reports are logged on CPOMS.
- **Communication:** Official letters are sent to parents and added to the student's permanent file.
- **Support Tracking:** Outcomes of referrals, counseling, and external agency engagement are recorded.

Stage 4: Escalation & Persistent Bullying

If bullying persists despite intervention and support, the college will move to high-level sanctions:

- **Significant Consequences:** Escalated sanctions designed to force reflection and behavioral change.
- **Suspension:** Serious or persistent bullying may lead to internal or fixed-term suspension.
- **External Involvement:** Cases may be referred to the **Police**.
- **BPHI Reporting:** Incidents will be reported to Devon County Council as part of the **Bullying, Prejudice and Hate Incidents (BPHI) strategy**.