



Quality Training & Skills Development
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Full name of policy:	Anti-Bullying Policy
Requirement for policy:	To outline the responsibilities of Directors, Assessors, Learners and Associated Partners.
Name and post of person responsible:	All Directors
Highest QTSD body approving the policy:	Directors
Date of approval:	30 June 2022
Frequency of review:	2 years
Dates of previous reviews:	30 June 2016/30 June 2018 / 30 June 2020/30 June 2022
Date of next formal review:	30 June 2024
Equality analysis (if required):	
Policy Reference:	
Total number of pages – (including appendices and front sheet):	
Comments:	

Anti-Bullying Policy

As part the Safeguarding role, QTSD aims to teach the value of integrity, morality and a concern for others and to develop clients and learners self-confidence, and independence so that they are well-equipped to play an active role in society.

QTSD Code of Conduct explicitly states that clients and learners should show courtesy, respect and consideration for others. All members of QTSD community, learners and staff, should be free from fear of bullying. Everyone should feel able to speak out and report any concerns about bullying in the knowledge that they will be listened to and that the matter will be investigated.

Bullying is not tolerated at QTSD and bullying is viewed as a serious offence which in extreme cases may result in suspension from the course.

DEFINITION OF BULLYING

Bullying is any behaviour of which is intended to hurt someone in any way or to make someone feel uncomfortable or unhappy. Any form of bullying is unacceptable. Taunting, verbal or physical abuse, whether inside or outside the training room, and other forms of victimisation are totally against our ethos. Bullying may take several forms. Remarks deemed to be racial, sexual, cultural, religious, homophobic, about a disability or special educational needs will not be tolerated. Equally cyber bullying (on social websites, mobile phones, text messages, photographs and email) is totally unacceptable.

Actions in Cases of Suspected Bullying

Cases of suspected bullying will be investigated thoroughly and carefully. All those involved will be given the opportunity to talk about the matter with an appropriate person who will then take the necessary action. A record of the investigation and its outcome will be kept.

