



Anti-Bullying Policy

1. Purpose and scope

ExpertEase Learning Hub is committed to providing a safe, respectful and inclusive environment in which students can learn without fear of bullying, harassment or discriminatory treatment. Bullying is unacceptable and will be responded to promptly, proportionately and with safeguarding considerations at the centre of decision-making.

This policy applies to bullying connected with the Learning Hub, whether it occurs on our premises, during activities arranged by us, while travelling to or from an activity where there is a clear connection with the Hub, or online where the behaviour affects a student's safety, wellbeing or participation in our provision.

This policy should be read alongside the Safeguarding and Child Protection Policy, Behaviour / Code of Conduct, Online Safety arrangements, Equality and Inclusion Policy, complaints procedure and any child-on-child abuse procedures in force.

2. What we mean by bullying

Bullying is behaviour by an individual or group, usually repeated over time, that intentionally hurts another individual or group either physically or emotionally. A single serious incident may still require safeguarding or disciplinary action even if it does not meet a repeated-pattern definition of bullying.

Bullying may include:

- name-calling, taunting, mocking, threats, intimidation or deliberately humiliating someone;
- hitting, kicking, pushing, damaging property, taking belongings or other physical behaviour;
- excluding someone from a group, spreading rumours, coercing others to exclude them, or manipulating friendships;
- online or cyberbullying, including abusive or humiliating messages, posts, images, videos, group chats, gaming activity, impersonation or sharing content without consent;
- prejudice-based or discriminatory bullying connected with actual or perceived characteristics, identity, background, disability, race, religion or belief, sex, sexual orientation, gender reassignment, pregnancy or maternity, or other personal circumstances;
- sexualised bullying, unwanted sexual comments or jokes, sexual harassment, harmful sexual behaviour or conduct that may form part of child-on-child abuse.

Bullying can have a serious impact on a child's welfare, emotional development, attendance, confidence, mental health and ability to learn. Staff must not dismiss harmful behaviour as "banter", "just having a laugh", "part of growing up" or similar.

3. Safeguarding and child-on-child abuse

Bullying may be a form of child-on-child abuse. All staff must maintain a safeguarding mindset: the absence of reported incidents does not mean that bullying or abuse is not occurring. Concerns should be listened to, recorded and considered in context.

Where a report indicates that a child may have suffered, or may be at risk of, significant harm; where there may have been a criminal offence; or where the behaviour includes sexual violence, sexual harassment, exploitation, coercion, hate-related abuse or another safeguarding concern, staff must refer the matter promptly to the Designated Safeguarding Lead (DSL) or deputy and follow the Safeguarding and Child Protection Policy.

Where immediate danger exists, staff should contact the emergency services. Where appropriate, the DSL may consult or refer to children's social care, police, the child's school or other relevant agencies in accordance with safeguarding procedures and information-sharing requirements.

4. Our principles

- Every student has the right to feel safe, respected and able to participate in learning.
- Reports and disclosures will be taken seriously and responded to without unfairly prejudging the outcome.
- Children will be encouraged to report concerns, including concerns affecting another child.
- Retaliation against a person who reports bullying or supports an investigation is unacceptable.
- Responses will consider the needs and safety of the child who has experienced bullying, the child displaying harmful behaviour, and other affected students.
- We will act in a way that is fair, proportionate, child-centred and consistent with safeguarding, equality, data-protection and confidentiality requirements.
- We will work with parents/carers and, where relevant, referring schools and external agencies.

5. Prevention

ExpertEase Learning Hub will work to prevent bullying by:

- setting clear expectations for respectful conduct and modelling appropriate behaviour;
- promoting an inclusive and anti-discriminatory culture and challenging racism, prejudice and discriminatory language or behaviour;
- making students aware of how and to whom they can report concerns;
- providing age-appropriate discussion and education about respectful relationships, online behaviour and the impact of bullying;
- supervising learning environments appropriately and responding to emerging patterns or hotspots;
- ensuring staff understand child-on-child abuse, online harm and the need to avoid normalising harmful behaviour;
- reviewing incidents and records to identify themes, repeat behaviour or wider cultural concerns.

6. How students and others can report bullying

A student may report bullying to any member of staff they trust. Reports may also be made by a parent/carer, another student, a member of staff, a referring school or another person. Staff receiving a report must not promise absolute confidentiality, but should explain that information will only be shared with people who need it to keep children safe and manage the concern appropriately.

Students should be told clearly who the DSL and deputy DSL are and how to speak to them. A child who finds it difficult to make a verbal report should be offered another appropriate way to communicate, taking account of age, communication needs, disability and any reasonable adjustments.

7. Responding to a report

When bullying is reported or identified, staff will normally:

- make sure any immediate safety needs are addressed;
- listen carefully and calmly to the child or person reporting the concern;
- make a clear, factual record of what has been reported, including relevant dates, locations, witnesses and online evidence where available;
- refer promptly to the DSL where there is any safeguarding element or uncertainty about the level of risk;
- speak separately with those involved where appropriate, avoiding language that could compromise a safeguarding or police investigation;
- consider the wishes and feelings of the child, while recognising that safeguarding action may still be required;
- decide and record what action is required, by whom and within what timescale;
- inform parents/carers where appropriate and safe to do so, taking safeguarding advice where necessary;
- review the situation to check whether the behaviour has stopped and whether further support is needed.

Records should include the concern, relevant context, actions taken, decisions made and the reasons for those decisions. Records will be stored securely in accordance with safeguarding and data-protection arrangements.

8. Supporting a student who has experienced bullying

Support will be tailored to the child and may include:

- reassurance that the concern has been heard and taken seriously;
- a named member of staff or DSL contact for follow-up;
- practical safety measures or adjustments to learning arrangements;
- support to preserve relevant online evidence without repeatedly viewing harmful material;
- work with parents/carers and the referring school where appropriate;
- referral or signposting to early help, health, mental-health or other specialist services where needed.

9. Supporting and responding to the student displaying bullying behaviour

The response will be proportionate to the behaviour, its impact, the child's age and understanding, any previous incidents and any safeguarding needs. Actions may include:

- a clear discussion about what happened and why the behaviour is unacceptable;
- education or restorative work where safe and appropriate; restorative approaches will not be used where they may place a child at further risk or pressure them to participate;
- appropriate consequences under the Learning Hub's behaviour arrangements;
- work with parents/carers and, where relevant, the referring school;
- support or referral where the behaviour may reflect unmet needs, vulnerability, exposure to harm or risk of exploitation;
- a risk assessment or safeguarding plan where necessary.

10. Online and cyberbullying

Online bullying will be treated with the same seriousness as face-to-face bullying. Staff should act promptly where online behaviour affects a child connected with the Learning Hub.

Depending on the circumstances, we may:

- ask the child or parent/carer to preserve relevant evidence, such as screenshots, usernames, dates and URLs;
- support the child to block or report accounts or content using the platform's reporting tools;
- request removal of content where appropriate and lawful;
- work with parents/carers, the referring school, police or other agencies where necessary;
- provide advice about privacy, account security and not retaliating or redistributing harmful content.

ExpertEase Learning Hub does not rely on statutory school searching powers that may not apply to a private tuition provider. Staff will not search a student's personal electronic device merely to investigate bullying unless there is a clear lawful basis, appropriate authority and safeguarding justification. Where evidence may be required, staff should seek DSL/management advice and involve parents/carers, the referring school or police as appropriate.

11. Prejudice-based and discriminatory bullying

Prejudice-based and discriminatory bullying will be challenged and addressed. Staff should consider both the immediate incident and any wider pattern, culture or impact on the targeted child or group. Where conduct may constitute unlawful discrimination, a hate incident or hate crime, or raises safeguarding concerns, the DSL and senior leadership will determine whether external advice or referral is required.

Reasonable adjustments will be considered for disabled students and for students with communication or additional needs so that they can report concerns and participate fairly in any response process.

12. Sexual harassment and harmful sexual behaviour

Sexual harassment, sexual violence and harmful sexual behaviour must not be treated simply as ordinary bullying. Any report of sexualised behaviour will be considered under the Safeguarding and Child Protection Policy and relevant child-on-child abuse procedures. Staff should avoid asking detailed or leading questions where this could interfere with a safeguarding or criminal investigation.

13. Information sharing and confidentiality

Safeguarding information will be shared on a need-to-know basis and in accordance with applicable data-protection law and safeguarding guidance. Consent is not always required to share information for safeguarding purposes where there is a lawful basis to do so. Staff should seek advice from the DSL where uncertain and should record significant information-sharing decisions and their rationale.

From 30 September 2026, the statutory information-sharing duty under section 16LA of the Children Act 2004 applies to specified persons and organisations. ExpertEase Learning Hub will comply with any duty that applies to it and will follow relevant statutory or good-practice guidance when sharing safeguarding information with partner organisations.

14. Recording, monitoring and review

Bullying incidents and safeguarding concerns will be recorded in accordance with the Learning Hub's procedures. The DSL and senior leadership will review records where appropriate to identify repeated behaviour, emerging themes, locations, online trends, discriminatory patterns or concerns about the effectiveness of prevention measures.

This policy will be reviewed at least annually and sooner where there is a relevant change in legislation, statutory guidance, local safeguarding arrangements or the Learning Hub's services.

15. Roles and responsibilities

The Managing Director is responsible for ensuring that appropriate arrangements are in place to prevent and respond to bullying. The DSL is responsible for safeguarding oversight, including deciding when a bullying concern requires action under safeguarding procedures or referral to another agency. All staff are responsible for recognising, reporting and responding appropriately to concerns and for modelling respectful behaviour.

Parents/carers and students are expected to support the Learning Hub's standards of respectful behaviour and to raise concerns promptly so that they can be addressed.

16. Complaints

Where a parent/carer or student is dissatisfied with the way a bullying concern has been handled, they may raise the matter through the Learning Hub's complaints procedure. A complaint process does not replace safeguarding action where a child may be at risk.

17. Guidance informing this policy

This policy has been reviewed with reference to the following current England guidance as at September 2026:

- Department for Education, Keeping Children Safe in Education 2026 (in force from 1 September 2026).
- Department for Education, Working Together to Safeguard Children 2026 (updated 18 March 2026).
- Department for Education, Information sharing to safeguard children and young people (updated 10 September 2026; the new statutory information-sharing duty comes into force on 30 September 2026).
- Department for Education, Preventing and tackling bullying (current GOV.UK publication, updated 9 July 2026).
- Department for Education, Searching, screening and confiscation in schools (school-specific guidance; used only as contextual reference where relevant).

Approved by	Jade Gill
Signature	
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