

FACTSHEET – ANTI BULLYING

Anti-Bullying Week

Normally held in November of each year it is aimed at sending a clear and positive message that bullying is neither acceptable nor inevitable in our Schools, Colleges, Workplace, and Communities.

So, what is Bullying?

Bullying is any deliberate behaviour that is done to hurt or upset someone over an ongoing period.

As such, it can happen anywhere that there are people, such as Learning Environment's places of work or in the community and can be described as unwanted behaviour from a person or group that is either:

- offensive, intimidating, malicious or insulting.
- an abuse or misuse of power that undermines, humiliates, or causes physical or emotional harm to someone.

This includes:

Verbal bullying	whereby someone is hurt through vicious words, name-calling, or statements
Physical bullying	occurs when perpetrators physically cause harm to another person. Bullies can exercise control over another and gain a sense of power. This type of bullying can vary from pushing and shoving to kicking, slapping, punching sexual. This makes it the easiest form of bullying to identify and confront.
Cyber Bullying	<p>is one of the most challenging forms to see and prevent. When occurring through the Internet, smartphones and social media, perpetrators can remain anonymous, whilst victims could suffer in silence.</p> <p>Cyber-bullying has no fixed location but instead could occur anywhere, from the workplace, learning environment and even at home.</p> <p>In a world where social media and the use of smartphones is ever-increasing, cyberbullying deems particular importance for the protection and wellbeing of children, young adults and vulnerable.</p>

What you can do if you feel you are affected by bullying

In some cases, the person might not realise the effect of their actions so you can try talking with them if you feel you can. **It's a good idea to:** explain how their behaviour makes you feel, be firm, not aggressive, stick to the facts.

If you do not feel comfortable talking to the person face to face, you could: put this in an email, ask for support from a trade union representative, if you have one.

If you do not feel comfortable doing this or the bullying carries on, you should talk with someone at work you feel comfortable with this could be:

- your boss
- another manager
- someone in HR
- your tutor or designated safeguarding lead
- a counsellor if your employer provides one
- your trade union or staff representative if you have one

It's also a good idea to keep a diary or record of the bullying, including:

- how the bullying made you feel
- dates and times it happened.
- any evidence, for example emails or screenshots of social media posts
- any witnesses

Most bullying happens out of sight of others, so you might not have any witnesses. This does not stop you reporting the bullying to get the situation resolved.

What your employer must do?

Your organisation should have a policy on bullying that says how it should be handled.

Even if there's no policy, your employer has a legal duty of care to protect you while you're at work. This includes dealing with bullying issues.

Facts on Bullying in the workplace:

A [report](#) by the Chartered Institute of Personnel and Development (CIPD), using two surveys, one employees and the other surveyed HR professionals and decision-makers (employers), found that:

- 24% of employees think their organisation turns a blind eye to workplace bullying.
- 34% of employers (decision-makers) said one of the barriers to conflict management was the lack of confidence that managers have in challenging inappropriate behaviour.
- 40% of those who were bullied/harassed said that their manager was responsible.
- 1 in 10 reports being harassed/bullied by social media, email, phone, or text.
- Older children in the UK are more likely to be bullied on a screen than in person, Ofcom has found in their latest study into children's media and online habits shows that four in 10 children aged 8-17 (39%) have experienced bullying, either on or offline. Among these children, the bullying was more likely to happen on a device (84%) than face-to-face (61%).

Support Networks and useful websites:

<https://www.stopbullying.gov/>

<https://youngminds.org.uk/find-help/feelings-and-symptoms/bullying/>

[Acas - Discrimination, bullying and harassment](#)

<https://www.gov.uk/workplace-bullying-and-harassment>

