

CLEARSPACE LEARNING LTD

ANTI-BULLYING POLICY

Company Registration	15950890
Policy Owner	Stuart Knox (Director)
Version	1.0
Date of Issue	October 2026
Review Date	October 2027
Approved by	Stuart Knox, Director

1. OUR STANCE

Every young person has the right to feel safe and respected. Bullying is never acceptable at Clearspace Learning, and is never dismissed as "banter" or "part of growing up". Many of the young people we work with are neurodivergent and may already have been bullied, or may be at greater risk of it. Some may also struggle with social cues in ways that lead them to hurt others without meaning to. We respond with care for everyone involved.

2. WHAT BULLYING IS

Bullying is behaviour that is repeated, intended to hurt someone, and involves an imbalance of power, whether in person or online. It includes:

- Name-calling, teasing, threats, or being deliberately left out
- Hitting, pushing or damaging belongings
- Spreading rumours or sharing photos, messages or videos to humiliate someone
- Prejudice-based bullying, including about disability, neurodivergence, special educational needs, race, religion, sex, sexual orientation or gender identity

Bullying can also be a form of child-on-child abuse. If it is serious, or involves sexual behaviour or violence, it is handled under the Safeguarding Policy (Appendix D, Specific Safeguarding Issues).

3. HOW OUR PROVISION WORKS

- Most sessions are one-to-one, and most bullying a young person experiences will happen elsewhere: at school, online, or in their neighbourhood. We are often the adult they trust enough to tell.
- Sessions include time to talk about feelings, friendships and online life, in a way that suits each young person.
- Where young people are in a small group, sessions are planned and supervised so that no one is left out or picked on.
- Online behaviour is covered by the Online Safety Policy.

4. IF A YOUNG PERSON TELLS US THEY ARE BEING BULLIED

- Listen calmly, take it seriously, and thank them for telling us. Do not promise to keep it secret.
- Record what they said, in their own words, as soon as possible.
- Tell their parent or carer, and the school where the bullying is happening, if the young person agrees or it is needed for their safety.
- Agree with the young person what will help, and keep checking how they are.
- If there is any sign of abuse, exploitation or a risk of serious harm, follow the Safeguarding Policy (What To Do If You Have A Concern) straight away.
- Support the young person through the school's own anti-bullying processes, and keep in touch with the school until it is resolved.

5. IF A YOUNG PERSON IS BULLYING SOMEONE

- Stay calm, stop the behaviour, and talk to the young person privately when they are ready.

- Try to understand why it is happening. Think about their needs, communication, stress, and anything happening at home or at school.
- Make clear that the behaviour is not acceptable, and help the young person put it right and learn another way.
- Tell the parent or carer, record what happened, and follow the Behaviour Management Policy. Consequences are fair, related to what happened, and never humiliating.
- Consider whether the young person who is bullying is also at risk, and follow the Safeguarding Policy if so.

6. IF THE CONCERN IS ABOUT AN ADULT

Bullying, humiliation or intimidation of a young person by any adult is a safeguarding matter. Report it under the Safeguarding Policy (If an Allegation is Made). A concern about Stuart Knox follows Allegations Against Stuart Knox.

7. RECORDING AND REVIEW

- Bullying concerns are recorded and kept securely under the Data Protection Policy. Where they are safeguarding concerns, they are recorded on the Safeguarding Concern Recording Form.
- Stuart Knox reviews patterns and lessons at each supervision, and this policy once a year.

8. THE LAW AND GUIDANCE

- Equality Act 2010 (including protection from discrimination and harassment for disabled young people)
- Department for Education guidance, Preventing and tackling bullying, followed as good practice
- Keeping Children Safe in Education 2026 (child-on-child abuse)

RELATED POLICIES

This policy should be read alongside:

- Safeguarding Policy
- Behaviour Management Policy
- Online Safety Policy
- Equality and Diversity Policy
- SEND Policy

POLICY APPROVAL

This Anti-Bullying Policy has been reviewed and approved by:

Stuart Knox

Director and Designated Safeguarding Lead, Clearspace Learning Ltd

Date: October 2026

Next Review Date: October 2027

Company Registration: 15950890

Contact: info@clearspacelearning.com | 07986 622049