**Anti-Bullying Policy**

JADE Youth & Community

JADE Youth & Community is committed to providing a caring, supportive and friendly environment where young people learn to value and respect each other and are challenged to reach their full potential through active participation.

JADE Youth & Community also:

* Respects every child's need for, and rights to, an environment where safety, security, praise, recognition and opportunity for taking responsibility are available
* Respects every individual's feelings and views
* Recognises that everyone is important and that our differences make each of us special
* Shows appreciation of others by acknowledging individual qualities, contributions and progress

JADE Youth & Community therefore has the following policy on bullying:

* Bullying can include:
* physical pushing, kicking, hitting, pinching or any other unwanted physical contact
* name calling, sarcasm, spreading rumours, persistent teasing and emotional torment through ridicule, humiliation and the continual ignoring or exclusion of individuals
* racial, sectarian or homophobic taunts, comments, graffiti and gestures
* sexual comments and /or suggestions
* threatening or unpleasant emails, text messages or posts on social networking sites
* Bullying will not be accepted or condoned. All forms of bullying will be addressed.
* Children and young people from ethnic minorities, disabled children, young people who are gay or lesbian, or those with learning difficulties can be more vulnerable to this form of abuse and may well be targeted.
* Everybody has the responsibility to implement this policy and to work together to stop bullying - young people, parents and youth workers.
* Anyone who reports an incident of bullying will be listened to carefully and told what will be done with the information
* Young people will be told what is being recorded, in what context and why
* Young people being bullied will be supported and assistance given to uphold their right to a safe youth club environment which allows their healthy development
* Those who bully will be supported and encouraged to stop bullying

Procedures

* Any reported incidents or suspicions of bullying should be reported to JADE Staff members
* Our lead delivery worker will investigate the complaint objectively and will listen carefully to all those involved. Where possible, the parties will be brought together to see if the issue can be resolved with a (genuine) apology.
* If appropriate, parents of those involved will be informed and asked to meet with the Lead delivery worker to discuss the situation.
* If the issue is not resolved the youth club manager will bring together a small panel (Board member, Chairman, senior youth worker) to meet with the parties both together and separately to try and resolve the issue.
* If a satisfactory solution cannot be reached, the panel will decide on the course of action to be taken.

I have read and understand the above policy and agree to adhere to the above points as

Signed: Date: