

Implementing Anti-Bullying Procedures at Local Level



Implementation of good practice in managing an anti-bullying policy:

Raise awareness:

- ▶ raise awareness with all members and players within the club:
 - ▷ put posters on the notice board
 - ▷ ensure all young players know that they can talk to someone if they are worried

Policy:

- ▶ ensure that all club members, players, coaches, volunteers and parents/carers of junior members have a copy of the policy
- ▶ adopt an anti-bullying policy within the club constitution.

Code of Ethics:

- ▶ ensure that the Code of Ethics clearly states that behaviour which constitutes bullying will not be accepted
- ▶ ensure that all coaches, staff and volunteers have signed up the Code of Ethics and behaviour.

Management of bullying:

- ▶ establish a working group to support the ongoing development and implementation of the policy
- ▶ identify any training needs within the club and contact England Hockey to find out about workshops and opportunities for support.

* Document available online at www.englishockey.co.uk/safe

Report concerns:

- ▶ any incidents of bullying should be reported to the Welfare Officer who will:
 - ▷ record the details using the England Hockey Safeguarding Referral Form*
 - ▷ follow England Hockey's reporting procedure*

If the incident is an adult bullying a young person or a young person bullying a young person, the Welfare Officer will report the incident to the England Hockey Lead Child Welfare Officer who will:

- ▶ make a decision on the method and process for managing the incident
- ▶ manage the situation with the support of the Welfare Officer.

All reported incidents of bullying behaviour or threats of bullying will be investigated and efforts made to stop the bullying quickly.

The following action may be taken:

- ▶ parents/legal guardians will be informed and may be asked to come to a meeting to discuss the problem
- ▶ if necessary and appropriate, the police may be consulted
- ▶ an attempt will be made to help the bully (bullies) change their behaviour
- ▶ if the situation is not or cannot be resolved through mediation, training or mentoring, the England Hockey Lead Child Welfare Officer may manage the incident following the England Hockey Safeguarding and Protecting Young People in Hockey Complaints and Disciplinary Regulations*

Review, monitor and evaluate:

- ▶ ensure that the working group meets to review any incidents, how they were managed and outcomes reached
 - ▶ take lessons learnt from incidents and re-evaluate the policy as required
 - ▶ maintain an ongoing poster campaign
- ▶ ensure all club members, players, coaches, volunteers and parents/carers of junior members are kept up to date with any changes
 - ▶ invite feedback from club members, players, coaches, volunteers and parents/carers of junior members about the policy and its impact

