BRITISH TAEKWONDO COUNCIL

Safeguarding – Protecting Children Policies and Procedures

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BTC ANTI BULLYING POLICY

The BTC is committed to creating an atmosphere within Taekwondo activities for children and young people that explicitly acknowledges that any bullying is unacceptable.

All Instructors/staff/volunteers will be aware of the BTC procedures to prevent and/or respond to observed or reported bullying.

Where adult to child bullying is suspected, observed or reported it must be managed as a concern about an adult's behaviour within safeguarding procedures.

All instructors, club officials, volunteers, children and young people and parents/carers should have an understanding of what bullying is

All children and young people and parents should know what the organisation policy is on bullying and what they should do if bullying arises

As an organisation we take bullying seriously. Children and young people and parents should be assured that they will be supported when bullying is reported, and that bullying will not be tolerated at any BTC club

This Policy statement has been agreed by the Management Committee of the BTC and is mandatory for all Taekwondo activities supporting children and children and young people.

This Policy operates in conjunction with:

- The BTC standards and the following organisation procedures
- Safeguarding and Child Protection Policy
- Codes of Conduct and Ethics
- Health and Safety Policy

2. Bullying – our definition

Bullying is deliberate, offensive, intimidating, malicious, abusive or insulting behaviour which makes the individual feel upset, threatened, humiliated or vulnerable.

Bullying can be:

- emotional – being unfriendly, excluding, tormenting (e.g., taking another's belongings, threatening gestures, abusive notes or graffiti)
- physical – pushing, kicking, hitting, punching or any use of violence
- racist – racial taunts, graffiti, gestures
- sexual – unwanted physical contact or sexually, abusive comments
- homophobic – because of, or focusing on the issue of sexuality
- discriminatory – about disability, gender, age or other differences
- verbal – name-calling, sarcasm, spreading rumours, teasing
- cyber – all areas of internet, such as email and internet chat room misuse
- mobile - threats by text messaging and calls
- misuse of associated technology i.e., camera and video facilities.

Signs and Symptoms

A child or young person may indicate by signs of behavior that he or she is being bullied. Adults should be aware of these possible signs and that they should investigate if a child;

- Is frightened walking to and from the club
- Begs to be driven to the club
- Changes their usual routine
- Becomes withdrawn, anxious or lacking in confidence
- Starts stammering
- Attempts or threatens suicide
- Runs away
- Cries themselves to sleep at night or have nightmares
- Has unexplained cuts or bruises
- Becomes aggressive, disruptive or unreasonable
- Stops eating
- Is frightened to say what's wrong
- Starts bullying other children and young people
- Is nervous or jumpy when a text message is received

Theses signs are not exhaustive and could actually indicate other problems, but bullying should be considered a possibility and should be investigated.

Cyber Bullying

Cyber bullying is the term used to define bullying behaviour via mobile phone or over the internet through emails, instant messaging and social network sites. Texts, messages or images are sent or posted on sites which hurt, intimidate or embarrass another person.

The British Taekwondo Council embraces the advantages of modern technology in terms of the information sharing benefits it brings, however we are mindful of the potential for bullying to occur. Central to our anti-bullying policy it is the belief that 'all students have a right not to be bullied' and that 'bullying is always unacceptable'. We also recognise that we must 'take note of bullying perpetrated outside of the Taekwondo environment which spills over into everyday life. The BTC will police cyber-bullying or any bullying aspects carried out by students both in and out of the taekwondo training sessions or events.

Cyber bullying has been covered in a separate section with the aim of embedding it into this policy once awareness has been sufficiently raised. (BTC Cyber bullying policy)

3. Reporting and recording Bullying

SUGGESTED PROCEDURE FOR DEALING WITH ALLEGATIONS OF BULLYING

* Investigations should ensure that all parties are involved – victim, alleged perpetrator, bystanders etc

** Where appropriate parent / carer and child / young person are made aware of their right to report incident to the police

4. Responding to Bullying

Bullying can frequently be underestimated. It can cause considerable distress to children, to the extent that it affects their health and development or, at the extreme, cause them significant harm (including self-harm). We will respond to all bullying incidents following the procedures outlined above, and will ensure that;

1. Children and young people are aware they can report bullying incidents to staff.
2. In cases of serious bullying, the incidents will be recorded by club officials and BTC.
3. In serious cases parents / carers should be informed and will be asked to come in to a meeting to discuss the problem.
4. If necessary and appropriate, police will be consulted.
5. The bullying behavior or threats of bullying must be investigated and the bullying stopped quickly.
6. An attempt will be made to help the bully (bullies) change their behaviour.

5. Roles and Responsibilities of all instructors, club officials, children and young people, parents/carers, trustees / management committee members in implementing this policy

Instructor / club officials will encourage children to reduce incidences of the above behaviors by:

- role modeling acceptable behaviour
- teaching appropriate methods of communication
- offering motivation for the individual to work with others
- building tolerance of group situations
- offering rewards for appropriate behavior
- developing appropriate assertiveness skills
- ensuring each child is aware of the complaints procedure and how to access support
- having adults or peer mentors who are someone to turn to, and can be trusted to take action
- considering environmental or programme changes.

Any child who has been subjected to bullying-type behaviour will be supported, and all concerned will undertake a risk assessment to ensure that the victim, other children and the perpetrator are kept safe.

6. Strategies for prevention of bullying

Prevention - We will seek to prevent bullying by;

- Developing a code of behaviour or writing a set of group rules that sets out the ‘dos’ and ‘don’ts’ in terms of how everyone involved is expected to behave.
- Developing a comments, compliments and complaints procedure
- Open discussions during training about bullying
- Completing Feedback forms. Share comments on forms with rest of class
- Role play to give example to younger children what bullying is so that they can understand

Outcomes of bullying

1. The bully (bullies) may be asked to genuinely apologise. Other consequences may take place.
2. In serious cases, suspension or even exclusion from the club will be considered.
3. If possible, the children and young people will be reconciled.
4. After the incident/incidents have been investigated and dealt with, each case will be monitored to ensure repeated bullying does not take place.

7. Monitoring and evaluating the policy

The BTC Lead Safeguarding Officer is responsible for monitoring the effectiveness of the Safeguarding Policy and Guidelines via feedback and consultation with Instructors, club officials, children and their parents/legal guardians.

This policy will be reviewed on 1st October 2025

Signature _____

Date _____

BRITISH TAEKWONDO COUNCIL

APPENDIX 5a – Bullying Report Form

Age	Sex	Name

1. How can we contact you (e.g. at home/at school/email/telephone)?
2. Describe what happened/is happening.
3. Where did it happen?
4. When did it happen?
5. Who was doing the bullying?
6. Did anyone else see it happen, and if so who?
7. Was the bullying a one-off incident or part of a bigger problem?
8. How did the bullying make you feel?

9. Were you physically hurt during the incident?
10. Did you need medical help?
11. Have you told anyone else about the bullying?

Friend	Brother / sister	Parent / carer	Teacher	Instructor	Club Welfare Officer	Other family member (please tell us who)

12. If you haven't told anyone else, what has put you off doing so?
13. What sort of help would you like to stop the bullying (e.g. someone to speak to the bullies and monitor the situation to ensure it doesn't get worse)?
14. Do you have any worries now that you have reported the bullying?
15. Review Date …… Comments

Admin use only

Incident logged (date): Review date

Detail Initial Action taken

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APPENDIX 6

SUGGESTED MONITORING PROCESS FOR THE REPORTING OF BULLYING INCIDENTS