

# TRAINING CAVE



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| <b>Policy Title</b>                  | Anti Bullying Policy                                  |
| <b>Version</b>                       | 2.0                                                   |
| <b>Effective Date</b>                | 27.01.2026                                            |
| <b>Current Issue and Review Date</b> | 14.09.2026                                            |
| <b>Next Review Date</b>              | 14.09.2027                                            |
| <b>Approved By</b>                   | Jack Sunderland<br>Director<br>Training Cave Club Ltd |

## **1. Purpose**

Training Cave Club Ltd provides boxing, fitness, coaching and alternative provision. We will take reasonable steps to prevent bullying and will respond promptly when behaviour may be causing physical or emotional harm. Everyone should be able to learn, train, work and participate without intimidation, harassment or abuse.

This policy explains what bullying is, how concerns can be reported, how people will be protected and supported, and how incidents will be assessed, recorded and followed up. It should be read with the Child Protection and Safeguarding Policy and the Behaviour Management and Relationships Policy.

## **2. Scope**

This policy applies to:

- Children and young people attending alternative provision, boxing or community activities;
- Adult gym members and participants;
- Staff, coaches, tutors, volunteers and contractors; and
- Parents, carers and visitors while using or engaging with Training Cave services.

It covers conduct on the premises, during education or training, at competitions and off-site activities, during arrival and departure, and online or elsewhere where there is a clear connection to Training Cave and the conduct affects safety, welfare or access to the service.

Concerns involving an adult working with children may need to be managed under safeguarding allegations procedures. Employment concerns may also fall under grievance, disciplinary or whistleblowing arrangements. Complaints about Training Cave's response may be raised under the Compliments Comments and Complaints Policy.

## **3. Legal and guidance context**

This policy has regard, where relevant to Training Cave's role and legal status, to:

- The Children Act 1989 and Children Act 2004;
- The Equality Act 2010 and applicable duties relating to discrimination, harassment and reasonable adjustments;
- Keeping Children Safe in Education 2026;
- Working Together to Safeguard Children 2026;
- Department for Education guidance on preventing and tackling bullying; and
- Department for Education guidance on arranging alternative provision.
- Training Cave Club Ltd is an independent alternative provision provider and is not a school. Guidance written specifically for schools is used as relevant good practice; it does not give Training Cave school-only disciplinary,

searching or confiscation powers. The alternative provision guidance expressly includes independent providers.

#### **4. What Bullying Means**

Bullying is behaviour by an individual or group, repeated over time, that intentionally hurts another person or group physically or emotionally. It often involves an imbalance of power. That imbalance may arise from physical strength, social influence, access to personal information, numbers within a group, status, age, communication ability or a person's vulnerability.

Bullying may include:

- Physical behaviour, threats, deliberate unsafe contact or damage to property;
- Name-calling, insults, humiliation, intimidation or repeated unwanted teasing;
- Social exclusion, coercion, spreading rumours or encouraging others to isolate someone;
- Cyberbullying through messages, group chats, gaming, images, recordings or social media;
- Prejudice-based or discriminatory bullying connected with disability, race, religion or belief, sex, sexual orientation, gender reassignment or another actual or perceived difference; and
- Sexualised bullying, unwanted sexual comments, image-based abuse or harassment.

#### **5. Behaviour That May Not Meet the Definition**

A one-off incident, conflict between people of similar power, an accidental injury or an ordinary disagreement may not meet the definition of bullying. It can still be harmful, discriminatory, abusive, unsafe or a safeguarding concern and will still be addressed. Staff will not wait for behaviour to be repeated before acting to protect someone.

Child-on-child abuse may include bullying but is wider than bullying. Sexual violence, sexual harassment, physical abuse, coercion, abuse within an intimate relationship and the sharing of nude or semi-nude images require a safeguarding response whether they happen once or repeatedly. Such behaviour must never be dismissed as banter, horseplay, part of growing up or boys being boys.

#### **6. Principles**

- Immediate safety and the welfare of those affected come first.
- Reports will be listened to, recorded and considered without blaming the person who raised the concern.
- No one will be disadvantaged for making a report in good faith or helping with an enquiry.

- Information will be shared only with people who need it to protect someone, assess the concern or meet a legal or commissioning duty. Absolute confidentiality cannot be promised.
- The views and wishes of a child will be considered alongside the duty to keep all children safe.
- Responses will be fair and proportionate and will take account of age, development, SEND, disability, communication needs, safeguarding information and individual circumstances.
- A report is not proof that an allegation is established. Protective action may still be necessary while facts and risk are assessed.

## **7. Preventing Bullying**

Training Cave will reduce the risk of bullying through:

- Clear expectations about respect, personal boundaries, online conduct and safe use of boxing equipment;
- Staff role-modelling and prompt challenge to prejudicial language, humiliation, intimidation and low-level harmful behaviour;
- Appropriate staffing and active supervision during education, training, breaks and transitions;
- Safe grouping, matching and supervision for partner drills, sparring and contact activities;
- Accessible opportunities for learners and members to speak privately to a trusted adult;
- Reasonable adjustments and individual support for people who may find it difficult to recognise or report bullying;
- Staff induction and training in safeguarding, child-on-child abuse, equality and reporting; and
- Review of incident information to identify repeated behaviour, vulnerable locations, times, groups or online patterns.

Boxing will be taught as a controlled activity with clear consent and safety rules. Skill, status, physical strength or competitive experience must never be used to intimidate another person. Sparring, exercise or contact drills will not be used as a punishment or as a way to settle a disagreement.

## **8. How To Report Bullying**

A concern may be reported by the person affected, a witness, a parent or carer, a member of staff, a commissioner or any other person. It may be reported:

- To any coach, tutor or trusted member of staff;
- To a member of management or the Designated Safeguarding Lead;
- By email to [info@trainingcave.co.uk](mailto:info@trainingcave.co.uk) or [micheala@trainingcave.co.uk](mailto:micheala@trainingcave.co.uk);
- Through the referring school or local authority; or
- By a parent, carer, advocate or other appropriate person on someone's behalf.

Reports may be verbal or written. Staff will help a child or anyone with communication or accessibility needs to explain what happened. A person does not need proof before raising a concern. Anonymous reports will be considered where enough information is available to assess risk or take action.

A staff member receiving a report must listen, avoid leading questions, record the person's own words as accurately as possible and pass the concern to the Designated Safeguarding Lead where it may involve harm or abuse. The person should not be required to repeat their account unnecessarily.

## **9. Immediate Response**

When bullying or harmful behaviour is reported or witnessed, staff will:

- Stop unsafe behaviour and arrange first aid or emergency assistance where required;
- Separate those involved where necessary without presenting this as a finding of blame;
- Check immediate safety, emotional wellbeing and the risk of retaliation or further contact;
- Preserve relevant evidence and avoid actions that could compromise a safeguarding or police enquiry;
- Inform the Designated Safeguarding Lead promptly where a child may have suffered or may be at risk of harm; and
- Inform parents or carers and the referring school or local authority when appropriate, taking account of any safeguarding reason why a parent should not be contacted directly.

Immediate danger must be reported to the emergency services by calling 999. A concern that a child is suffering or is likely to suffer significant harm will be referred under the Child Protection and Safeguarding Policy. Suspected criminal behaviour may be reported to the police. The internal process must not delay protective action.

## **10. Assessment and Enquiries**

The person leading the response will consider what happened, whether behaviour was repeated, intent, impact, the balance of power, prior concerns, protected characteristics, online elements and the needs and vulnerabilities of everyone involved. Each person will normally be spoken to separately. A joint meeting will not be used simply to test the allegation or require an immediate apology.

The outcome may be that bullying is established, another form of harmful behaviour occurred, the information is insufficient to reach a conclusion, or the report is not substantiated. Lack of proof does not mean a report was malicious or that no support is required. Deliberately false or malicious reports are uncommon and will be addressed under the Behaviour Management and Relationships Policy only where there is evidence that the report was knowingly fabricated.

Where police or children's social care are involved, Training Cave will agree with them what enquiries can safely be undertaken. Staff will not promise a specific outcome before the assessment is complete. Relevant decisions and reasons will be recorded.

## **11. Supporting the Person Affected**

Support will be based on the person's needs and may include:

- A named trusted adult and agreed check-ins;
- A safety plan and arrangements for arrival, departure, breaks, online contact, groups or supervision;
- Reasonable adjustments and wellbeing, SEND or pastoral support;
- Help to preserve or report online evidence;
- Contact with parents, carers, the commissioner or specialist services; and
- Review of progress until the risk of recurrence has reduced.

Where possible, changes should not place the burden on the person who reported bullying or unnecessarily remove them from education, training or their usual routine. Their views will be sought before changing groups or activities, while recognising that Training Cave may need to take immediate protective action.

## **12. Responding to The Person Displaying Bullying Behaviour**

Training Cave will set clear boundaries, stop the harmful behaviour and apply a proportionate response under the Behaviour Management and Relationships Policy. Responses may include increased supervision, restricted contact or activities, individual work, a behaviour support plan, restorative work where appropriate, contact with parents and the commissioner, or a formal placement or membership review.

Staff will also consider what is driving the behaviour and whether the person needs safeguarding, SEND, mental health or other support. Support does not remove accountability. The person will not be labelled as a bully in records; records will describe the reported or established behaviour.

For an alternative provision learner, Training Cave may stop the immediate session when attendance is unsafe. Any longer pause or proposal to end a placement will be managed with the commissioning school or local authority under the Behaviour Management and Relationships Policy. It is an operational placement decision, not a school suspension or exclusion by Training Cave.

## **13. Restorative Approaches**

A restorative conversation or mediation will be considered only when the person affected wants it, risk has been assessed, the facts are sufficiently understood and the process will not create pressure or further harm. It is not appropriate as the first response to sexual violence, coercive behaviour, serious intimidation or another situation involving a substantial power imbalance. Refusal to take part will not be treated as misconduct.

#### **14. Online Bullying and Digital Evidence**

Online bullying will be treated as seriously as face-to-face behaviour when it affects safety or welfare connected with Training Cave. Staff may advise a person not to reply, to block or report an account, and to preserve ordinary messages, dates, usernames, links or screenshots where safe. Training Cave staff do not have school-only powers to search a phone or delete content.

A child must not be asked to forward, copy or print a nude or semi-nude image. Staff should not view such an image unless unavoidable in the course of receiving a report. The device or content will be managed under the safeguarding procedure and current guidance, with advice from the Designated Safeguarding Lead and police or children's social care where required.

#### **15. Recording and Monitoring**

A bullying record should include:

- The date, time, location and people involved;
- The allegation or observed behaviour, using the reporter's own words where relevant;
- Immediate safety, medical and safeguarding action;
- Separate accounts, supporting information and relevant previous concerns;
- The assessment, decisions, reasons and people notified;
- Support, behaviour response and follow-up arrangements; and
- The review date and whether the behaviour stopped or further action was needed.

Safeguarding information will also be recorded in the appropriate safeguarding system. Records will distinguish allegations, observations and established findings, and will be stored and shared in accordance with the Data Protection Policy.

Management will review the number, type, location and outcome of reports; repeated behaviour; online incidents; and possible disproportionate impact linked to SEND, vulnerability or protected characteristics. A lack of reports will not be treated by itself as proof that bullying is not occurring.

#### **16 Roles and responsibilities**

### **16.1 Director and management**

- Approve, communicate and review this policy;
- Make reporting routes accessible and ensure suitable staff training and supervision;
- Oversee serious or repeated incidents and placement or membership reviews; and
- Monitor patterns, outcomes and completion of agreed actions.

### **16.2 Designated Safeguarding Lead**

- Advise on risk and whether a concern requires a safeguarding response;
- Make or support referrals to children's social care, police or other agencies where appropriate;
- Coordinate safeguarding information with parents, commissioners and professionals; and
- Ensure children affected by child-on-child abuse receive appropriate support.

### **16.3 Staff coaches tutors and volunteers**

- Model respectful behaviour and challenge harmful conduct promptly;
- Listen, record and report without investigating beyond their role;
- Follow support plans, risk assessments and agreed protective arrangements; and
- Remain alert to bullying that may be hidden, minimised or difficult for a person to communicate.

### **16.4 Learners members and parents or carers**

Learners and members are expected to treat others with respect, avoid joining in or sharing harmful content, and report concerns. Parents and carers should share relevant information and support agreed safety arrangements. These expectations do not transfer Training Cave's duty to respond professionally and safeguard children.

## **17. Complaints**

A person who is dissatisfied with Training Cave's handling of a bullying concern may use the Compliments Comments and Complaints Policy. A complaint must not delay a safeguarding referral or emergency action. Concerns about decisions made by a commissioning school or local authority should be raised with that organisation, although Training Cave will still consider complaints about its own actions.

## **18. Related documents**

- Child Protection and Safeguarding Policy;

- Behaviour Management and Relationships Policy;
- Compliments Comments and Complaints Policy;
- Health and Safety Policy and relevant risk assessments;
- Data Protection Policy and record-retention arrangements; and
- Individual referral, support, risk management and placement documents where applicable.

## **19. Policy review**

This policy will be reviewed at least annually and sooner following a serious incident, a material complaint, a change in law or guidance, a change in service delivery or evidence that the arrangements are not working effectively. Material changes will be explained to staff, and the current public version will be available on the Training Cave website.

## **20. Contact details**

Designated Safeguarding Lead: Jack Sunderland

Email: [Jack@trainingcave.co.uk](mailto:Jack@trainingcave.co.uk)

Deputy Designated Safeguarding Lead: Richard Atkinson

Email: [Richard@trainingcave.co.uk](mailto:Richard@trainingcave.co.uk)

General enquiries: [info@trainingcave.co.uk](mailto:info@trainingcave.co.uk)