



Standard Operating Procedure

Anti Bullying Policy

Ownership & Applicability

Person responsible for update of this procedure:	Children's Officer
Responsible for Activity:	
Applicable to:	All members

Approval

Drafted / Revised	Approved	Revision	Effective from
Emer O'Donnell	Ciaran O'Reilly	Rev1	June 2021

SOP Owner: _____ Date: _____

Flag Officer: _____ Date: _____

Whilst Malahide Yacht Club recognises that bullying occurs in many aspects of life, and affects adults as well as young people, the emphasis of this policy extends primarily to the bullying of young people and to the emotional impact on them whether they are bullied or bullying. It also seeks to cover the issue of bullying of employees whether voluntary or in paid employment. It is not specifically concerned therefore with other aspects of behaviour except insofar as these relate to promoting, supporting and implementing an anti-bullying ethos.

Statement of intent

Every club member and employee has the right to enjoy a caring, secure environment, free from any form of harassment from fellow members, employees or significant others in authority in the club. The committee of Malahide Yacht Club are committed to providing a caring, friendly, safe environment for all members and employees so they can participate in the sport of sailing in a secure environment.

Bullying of any form is unacceptable at our club, and if bullying does occur, all members or their parents/ carers should be in a position to identify such behaviour, or the symptoms resulting from such behaviour, and alert the person responsible for implementation of our anti-bullying policy.

All members should rest assured that incidents of bullying will be dealt with promptly, effectively and in the interests of all concerned.

Definition of Bullying

Bullying may be broadly defined as “repeated aggression – whether it is verbal, psychological or physical – that is conducted by an individual or group against others. It is behaviour that is intentionally aggravating and intimidating, and occurs mainly among young people in social environments such as schools or clubs. It includes behaviours such as physical aggression, cyberbullying, damage to property, intimidation, isolation/ exclusion, name calling, malicious gossip and extortion.

Bullying can also take the form of identify abuse based on gender, sexual preference, race, ethnicity and religious factors. With developments in modern technology, young people can also be the victims of non-contact bullying, via mobile phones, the Internet, and other personal devices.

Prevention

To prevent, as much as possible, incidents of bullying, MYC seeks to:

- Ensure that all members follow the code of conduct, which promotes the rights and dignity of each member.
- Deal with any incidents as they arise.
- Use a whole group policy or ‘no-blame approach’, i.e., not ‘bullying the bully’ but working with bullies and the group of young people, helping them to understand the hurt they are causing, and so make the problem a ‘shared concern’ of the group, (see below).
- Reinforce that there is ‘a permission to tell’ culture rather than a ‘might is right’.
- Encourage young people to negotiate, co-operate and help others, particularly new or different children.
- Offer the victim immediate support and put the ‘no blame approach’ into operation.
- Never tell a young person to ignore bullying, they can’t ignore it, it hurts too much.

Process for handling a complaint of bullying – ‘no blame approach’

In the event that a complaint of bullying is made to the Club Children’s Officer or committee member, MYC will adopt the “No blame approach” advocated by our governing body Irish Sailing.

Step 1 – Interview with the victim

Where an incident of bullying is reported the Club Children’s Officer (CCO) will first talk to the victim. At this stage they will seek to find out who was involved and what the victim is now feeling. They will be looking to answer the following questions:

- Was it verbal or physical intimidation?
- How hurt is the victim?
- Was it within his/her own peer group?
- Ensure the victim that his/her name will not come out in the investigation.
- Actively listen.

Step 2 – Meet with all involved

Accompanied by another committee member the CCO will then arrange to meet with all those involved; this should include some bystanders, those who may have colluded, those who joined in and those who initiated the bullying.

- Have a maximum of six to eight in the group – keep the number controllable
- Make a point of calling a ‘special’ meeting.
- Ensure the severity of the topic is understood by all.
- Speak only of the hurt caused in general terms with no reference to the victim.
- Play on the conscience of all – ask questions like: How would you feel? Would you like it done to you?

Step 3 – Explain the problem

The distress being suffered as a result of the bullying incident is explained. At this stage the details of the incident or the allocation of the blame is not discussed. Explain the feelings of loneliness, feeling left out, rejected, laughed at. Try asking questions:

- Would they like it if it happened to them?
- “Someone here in this group was bullied by someone within the group, what could we do to see it does not happen again?”.
- Listen, watch out for reactions, and pick up on any without isolating anyone.

Step 4 – Share the responsibility

Explain what steps / controls may have to be introduced to prevent further incidents and how everyone will lose out as a result.

Step 5 – Ask the group for their ideas

At this stage the group is encouraged to suggest ways that would make the victim feel happier. All positive responses are noted. Use phrases “if it were you” to encourage a response. Listen to all suggestions and note them.

Step 6 – Leave it to them

Now the problem has been identified, solutions suggested, the problem is now handed over to the group to solve. Arrange to meet again in a week’s time. Responsibility is passed to the group and a time frame agreed within which something must be done.

Step 7 – Meet them again

Each member of the group, including the bully, discuss how things are going, who is doing what and have there been other incidents. This allows for continual monitoring and keeps all involved in the process.