



St David's  
Coleg Catholig Dewi Sant  
Catholic Sixth Form College

Mae'r ddogfen hon hefyd ar gael yn Gymraeg

This document is also available in Welsh

## LEARNER DIGNITY POLICY

Author	Assistant Principal - Learner Culture
Version	2.1
Status	Live
Date Approved	October 2025
Approved by	Catholic Ethos and Culture
Effective Date	October 2025
Date of Next Review	September 2027
Responsibility for Review	Assistant Principal - Learner Culture
Equality and Welsh Language Impact Assessment	Y
Health and wellbeing implications considered	Y

Version	Date	Description	Amended/Reviewed by
2.0	October 2025	Annual Review completed	Assistant Principal - Learner Culture
2.1	29.10.25	Minor formatting amendments	Director of Policy, Assurance and Compliance

## Contents

<i>Introduction .....</i>	<b>3</b>
<i>Policy Scope.....</i>	<b>4</b>
<i>Policy statement .....</i>	<b>5</b>
<i>Handling concerns and disclosures .....</i>	<b>5</b>
<i>Reporting and Recording Incidents .....</i>	<b>5</b>
<i>Action Taken by the College .....</i>	<b>6</b>
<i>Support for Victims .....</i>	<b>7</b>
<i>Hate Incidents and Radicalisation.....</i>	<b>7</b>
<i>Peer-on-Peer Sexual Harassment.....</i>	<b>7</b>
<i>Malicious Allegations .....</i>	<b>7</b>
<i>Responsibilities .....</i>	<b>8</b>
<i>Appeals.....</i>	<b>8</b>

## Introduction

- i. This policy has been developed as part of St David's College's commitment to realise the potential of all in our community as encompassed in our mission:

***'A Catholic College for the community seeking to discover and realise the full potential of all, in an atmosphere of love, service and respect inspired by Christ.'***

- ii. This policy seeks to support learners to achieve their full potential by encouraging their full participation in college life so they can progress successfully, both academically and spiritually in their lives.
- iii. As a college we are committed to removing barriers to learning and will work with learners promote their inclusion in all that the college has to offer.
- iv. We recognise the profound impact of trauma and adverse childhood experiences (ACEs) on individuals' wellbeing and development. We are committed to adopting a trauma-informed approach in our policies and practices to create a safe, supportive, and healing environment for all.
- v. We want to support all learners through a graduated, Trauma informed response to ensure that learners are able to progress and achieve.
- vi. The college follows the All-Wales Child Safeguarding procedures in relation to specific and identifiable wellbeing issues that prevent and learners from accessing their education, or where there are safeguarding concerns.
- vii. St David's is committed to developing a distinctly anti-racist culture and will take all necessary steps to ensure that all learners at St David's can live with dignity.
- viii. At the heart of this policy St David's commits to recognise that every individual is created in the image and likeness of God and thus has an inherent dignity which must be respected.
- ix. St David's takes bullying, harassment and discrimination seriously and is committed to ensuring it is a college where learners are ready to learn, are respectful to the community they belong to and behave in a way that promotes the safety of all.
- x. The college has a duty of care for all learners and staff and has a duty to ensure that all with protected characteristics under the Equality Act 2010 are protected from bullying, discrimination, harm, harassment and victimisation.
- xi. This policy is to be read in conjunction with the following documents:

- **Learner Support Policy**
- **Fitness to Study Policy**
- **Learner Attendance Policy**
- **All Wales Safeguarding Procedures**
- **Safeguarding and Child Protection Policy**
- **Prevent Strategy**
- **Safeguarding and Child Protection Procedures.**
- **Dignity and Inclusion Policy**

## Policy Scope

- i. The college expects all learners to maintain the core expectations, enabling us to create a learning environment which is safe for all.
- ii. The college is committed to supporting learners with disabilities and learning needs in ways that meets their individual needs effectively, putting in the appropriate reasonable adjustments.
- iii. This policy ensures all learners are treated with dignity and respect and are aware of the behaviours expected and actions that should be taken to tackle bullying, discrimination, and harassment.
- iv. The college defines bullying as offensive, intimidating, malicious or insulting behaviour, an abuse or misuse of power through means that undermine, humiliate, denigrate or injure the recipient.
- v. The college defines harassment as unwanted conduct that has happened more than once, or is sexual in nature, which has the purpose or effect of violating an individual's dignity (whether intentional or not) or creating an intimidating, hostile, degrading, humiliating or offensive environment for that individual.
- vi. The college defines discrimination as treating someone less favourably due to a having or being perceived as having a protected characteristic as defined in the Equality Act 2010 or because of their social class or Additional Learning Need.
- vii. This policy applies to all learners and staff at the College.
- viii. This policy also includes incidents of bullying, harassment and discrimination made through electronic means such as social media, email, games consoles and mobile phone.

## Policy statement

- i. The College will inform all members of the community that all types of bullying, harassment and discrimination are unacceptable.
- ii. The College will set up procedures to ensure that incidences are dealt with, ensuring victims are supported and protected.
- iii. Pastoral support and care will be given to learners to encourage them to come forward to disclose incidents so the College can take action.
- iv. The college will provide training and professional learning to staff to help them identify and deal with incidents.
- v. The college will provide opportunities to educate learners about bullying, harassment and discrimination via the pastoral programme with the aim to prevent such behaviour and encourage disclosures.

## Handling concerns and disclosures

Personal data is handled, processed and stored in accordance with GDPR. Sensitive personal or confidential data will be held by the safeguarding team and only shared with consent from the learner or where:

- A learner's behaviour threatens their safety or the safety of others
- A member of college would be liable to civil or criminal penalty for failing to disclose.

## Reporting and Recording Incidents

- i. Learners who are victims of bullying, harassment and discrimination are encouraged to disclose this to a trusted adult. This would normally be a member of staff, such a Pastoral Tutor or Teacher.
- ii. Learners who are concerned about another individual who is a victim bullying, harassment and discrimination are also encouraged to speak to a member of staff.
- iii. Learners can also make a disclosure via the College website via the 'Report a Concern' button on the SharePoint page, where they can also choose to anonymously make a disclosure using QR codes on the Safeguarding posters.

- iv. Staff who listen/witness or are concerned about incidents must record these on My Concern where these will be managed by the Safeguarding and Wellbeing Teams and/or Pastoral Teams.
- v. Learners who are victims of bullying, harassment and discrimination maybe invited to give a written statement or oral testimony of their experience, but this will only be with their consent.
- vi. All incidents must be recorded on My Concern

## Action Taken by the College

- i. Where a disclosure is made, or incident is reported the College will investigate. This will usually be a member of the Safeguarding, Wellbeing or Pastoral Teams.
- ii. Investigations may include collecting evidence from CCTV, collecting witness statements, reviewing use of college IT resources such as email and Microsoft Teams and browsing history.
- iii. Any individuals who are identified as perpetrators of bullying, harassment or discrimination will be interviewed by a member of college staff who will discuss the incident and plan a restorative way forward such as meeting victims or writing an apology.
- iv. A college panel made up of academic, pastoral, and safeguarding leads will decide on the arrangements needed to keep the learner and others safe. Where appropriate, this could include using the Fitness to Study Policy.
- v. Where a perpetrator is under 18 years of age, the College will inform parents.
- vi. Any individuals who are identified as perpetrators of bullying, harassment or discrimination will be managed via the college's Learner Support Policy or Fitness to Study Policy, which maybe escalated to a higher stage if deemed appropriate.
- vii. For the most serious incidents, perpetrators maybe excluded from college for gross misconduct, they may also be reported to the Police where there is evidence of criminal behaviour.
- viii. Victims may be invited to meet with perpetrators for restorative action if appropriate.

## Support for Victims

- i. Learners who are victims of bullying, harassment or discrimination will be provided with ongoing support from The College via the Wellbeing, Safeguarding or Pastoral Teams.
- ii. Victims will have access to ongoing support via the College's Wisdom App, which may include counselling.

## Hate Incidents and Radicalisation

- i. The College condemns and will act against any behaviour that is deemed hateful.
- ii. The College may contact the police where it believes a hate crime has taken place on the basis of race, religion, disability, sexual orientation or transgender identity.
- iii. Where the College believes a perpetrator's behaviour relates to radicalisation, the College will follow its Prevent strategy and make the appropriate referral.
- iv. The college will record hate incidents via MyConcern.

## Peer-on-Peer Sexual Harassment

- i. The College will take action against any individual who is involved with peer-on-peer abuse and or sexual harassment.
- ii. The college may contact social services where it believes a learner is at risk to themselves or others.
- iii. The College may contact the police where it believes a criminal investigation is required.
- iv. The college will record peer-on-peer and sexual harassment incidents via My Concern.

## Malicious Allegations

- i. Where an allegation is blatantly untrue and has been brought out of spite, or for some other unacceptable motive, the complainant will be subject to the College's Learner

Support policy, as will any witnesses who have deliberately misled the College during its investigation.

## Responsibilities

- i. The Governing Body will ensure that this policy is reviewed on a regular basis and will monitor incidents of bullying, harassment and discrimination.
- ii. The Assistant Principal - Learner Culture will ensure that the College monitors and responds to incidents and review and monitor this policy and report to Governors. They will ensure that appropriate professional learning is provided to all staff and that the College's pastoral programme remains current and relevant to address incidents. The Assistant Principal must ensure that a competent individual is appointed to deal with incidents.
- iii. Pastoral Tutors are responsible for delivering sessions related to bullying, discrimination and harassment in their sessions. They should keep their line manager informed of any emerging issues/trends linked to incidents.
- iv. All staff are responsible for maintaining an awareness of this policy, acting in line with this policy, ensuring that any allegations are reported and investigated. They must attend all relevant professional learning.
- v. All learners must attend pastoral sessions to ensure they are aware of this policy, their responsibilities and the importance of behaving in a way that is respectful and safe. They should report any incidents they are witness to or a victim of to a trusted adult.

## Appeals

- i. Learners may appeal an exclusion or withdrawal decision in writing within five working days.
- ii. Appeals will be reviewed by the Assistant Principal – Learner Culture. Their decision will be final.
- iii. For learners under 18, a parent or guardian may submit the appeal on their behalf. Learners over 18 may be accompanied by a trusted adult if they wish.
- iv. Exclusion may be immediate where behaviour presents a serious risk to self or others.