



Anti-Bullying and Harassment Policy	
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1. Policy Statement

CM Sports is committed to providing an environment where **everyone is treated with dignity, respect and fairness** and where children, young people, staff, volunteers and visitors are protected from bullying, harassment, discrimination, intimidation and abuse.

Bullying and harassment of any kind will not be tolerated.

CM Sports recognises that bullying and harassment can have a significant impact on a person's emotional wellbeing, confidence, safety and ability to participate fully in activities or employment.

Where children are involved, CM Sports recognises that bullying may also constitute a **safeguarding concern**. Any concern about bullying, child-on-child abuse, harmful sexual behaviour, sexual harassment, sexual violence, discriminatory behaviour or other harmful behaviour must be taken seriously and responded to promptly.

CM Sports adopts the safeguarding principle that **"it could happen here"** and that safeguarding is everyone's responsibility. Staff must act immediately when they have a concern about the welfare or safety of a child. This policy should be read alongside the CM Sports Safeguarding and Child Protection Policy and relevant school safeguarding procedures when delivering programmes within schools.

2. Scope of the Policy

This policy applies to:

- Trustees and Directors
- Managers and supervisors
- Coaches and sports leaders
- Employees and sessional workers
- Volunteers and students
- Contractors and other professionals working on behalf of CM Sports
- Visitors where appropriate
- Children and young people participating in CM Sports programmes

The policy applies:

- On CM Sports premises
- Within schools and other venues where CM Sports operates
- During sports sessions, clubs, trips, events and activities
- During travel connected with CM Sports activities
- Online and through digital communication
- Through email, messaging services, social media and other electronic communications
- Outside the workplace or programme where the behaviour has an impact on the safety, wellbeing or working environment of children, staff or others connected with CM Sports.

3. What is Bullying?

Bullying is behaviour that is intended to hurt, intimidate, humiliate, threaten or undermine another person.

Bullying may involve:

- Physical behaviour
- Verbal abuse
- Threatening behaviour
- Intimidation
- Name-calling
- Deliberate exclusion
- Spreading rumours
- Ridiculing or humiliating someone
- Repeated criticism intended to undermine someone
- Misuse of power or position
- Discriminatory behaviour
- Cyberbullying
- Online harassment
- Deliberate damage to another person's reputation
- Encouraging others to target or exclude someone.

Bullying can be carried out by an individual or a group.

It may be obvious or subtle, repeated or, in some circumstances, involve a single serious incident.

CM Sports will consider the **impact of behaviour on the individual**, rather than relying solely on whether the person responsible intended to cause harm.

4. What is Harassment?

Harassment is unwanted conduct that violates a person's dignity or creates an intimidating, hostile, degrading, humiliating or offensive environment.

Harassment may be related to characteristics such as:

- Age
- Disability
- Sex
- Race
- Religion or belief
- Sexual orientation
- Pregnancy or maternity
- Gender reassignment
- Nationality
- Other personal characteristics.

Harassment may be verbal, physical, written, visual or electronic.

Sexual harassment, discriminatory harassment and other unlawful harassment will not be tolerated.

5. Examples of Bullying and Harassment

Examples may include:

- Spreading malicious rumours
- Insulting or humiliating another person
- Name-calling
- Ridiculing or deliberately embarrassing someone
- Deliberately excluding someone
- Victimisation
- Threatening behaviour
- Intimidation
- Unfair or discriminatory treatment
- Misuse of authority or position

- Excessive or unreasonable criticism intended to undermine someone
- Deliberately setting someone up to fail
- Preventing someone from accessing appropriate training or opportunities
- Unwanted sexual comments or behaviour
- Unwanted touching or physical contact
- Displaying offensive material
- Sending inappropriate messages, photographs or other content
- Online abuse or harassment
- Encouraging others to participate in bullying
- Threats concerning employment or participation in activities.

Legitimate, constructive and reasonable management of performance or behaviour is not, by itself, bullying.

6. Bullying and Harassment of Children

CM Sports recognises that children may experience bullying or harassment from:

- Other children
- Adults
- Staff or coaches
- Volunteers
- Visitors
- Parents or carers
- Members of the public
- Individuals online.

All concerns involving children must be considered from a **safeguarding perspective**.

Staff must not dismiss bullying as “children being children” or assume that a child should simply deal with the situation themselves.

A child who reports bullying or harassment must be listened to, taken seriously and supported.

7. Child-on-Child Abuse

CM Sports recognises that children can abuse other children.

Child-on-child abuse can happen in person or online and can occur between children of any age or sex.

It can include:

- Bullying
- Physical abuse
- Intimidation
- Threats
- Sexual harassment
- Sexual violence
- Harmful sexual behaviour
- Sharing sexualised images or videos
- Coercion or pressure
- Online abuse
- Discriminatory abuse
- Racist abuse
- Homophobic, biphobic or transphobic abuse
- Misogynistic or gender-based behaviour
- Domestic abuse within young people's relationships
- Initiation or hazing-type behaviour
- Deliberate exclusion or humiliation.

Staff must maintain a safeguarding-focused approach and recognise that child-on-child abuse may be an indicator of wider safeguarding concerns.

Any allegation, disclosure, concern or observed incident must be reported in accordance with CM Sports safeguarding procedures and, where applicable, the safeguarding procedures of the school or setting in which CM Sports is operating.

8. Harmful Sexual Behaviour and Sexual Harassment

CM Sports recognises that harmful sexual behaviour can occur between children and must be taken seriously. Examples may include:

- Sexual comments or jokes
- Sexualised name-calling
- Unwanted sexual touching
- Sharing sexual images
- Pressuring another child to share images
- Sexualised bullying
- Sexual threats
- Sexual coercion
- Sexual assault
- Online sexual harassment
- Sharing or threatening to share intimate images.

Staff must **never dismiss sexualised behaviour as normal friendship or playground behaviour without considering the safeguarding implications.**

Where there is a concern about sexual harassment, sexual violence or harmful sexual behaviour, staff must report the concern immediately to the appropriate Designated Safeguarding Lead (DSL) or safeguarding contact and follow the relevant safeguarding procedures.

9. Online Bullying and Harassment

Bullying and harassment may occur through:

- Social media
- Messaging applications
- Email
- Online gaming
- Group chats
- Shared photographs or videos
- Digital platforms
- Other online communication.

Online incidents must be treated seriously even where the behaviour occurs outside a CM Sports session or school premises if it affects a child's safety, wellbeing or participation.

Staff must not investigate safeguarding concerns themselves beyond what is necessary to establish immediate safety.

Concerns must be reported through the appropriate safeguarding route.

10. Recognising the Signs

Bullying or harassment may not always be reported directly.

Staff should remain alert to changes such as:

- Sudden changes in behaviour
- Withdrawal or isolation
- Reluctance to attend sessions
- Changes in friendships
- Increased anxiety or distress
- Reduced participation
- Aggressive or defensive behaviour

- Unexplained injuries
- Fear of particular individuals
- Changes in communication or online behaviour
- A child becoming unusually quiet or upset
- A child repeatedly being excluded
- A sudden decline in confidence
- Comments suggesting that the child feels unsafe.

These signs do not necessarily mean bullying is occurring, but they may indicate that a child needs support or safeguarding intervention.

Staff should maintain an attitude of **“it could happen here”** and act on concerns rather than waiting for further evidence.

11. What Staff Must Do

If a staff member or volunteer:

- Receives a disclosure
- Witnesses bullying or harassment
- Suspects bullying or harassment
- Notices signs that a child may be experiencing abuse
- Is told about an online incident
- Becomes aware of child-on-child abuse
- Has concerns about harmful sexual behaviour

they must:

1. Listen calmly.
2. Take the concern seriously.
3. Reassure the child that they have done the right thing by speaking up.
4. Avoid promising confidentiality.
5. Avoid asking unnecessary or leading questions.
6. Consider immediate safety.
7. Report the concern to the CM Sports DSL/safeguarding lead or the relevant school DSL without delay.
8. Record the concern accurately and factually.
9. Follow the relevant safeguarding and child protection procedures.

If a child is in immediate danger, emergency services should be contacted by calling **999**.

12. Recording and Information Sharing

Safeguarding concerns must be recorded accurately, objectively and promptly.

Records should include, where appropriate:

- What was reported or observed
- The date and time
- Who was involved
- Any relevant witnesses
- The child's own words where possible
- Actions taken
- Decisions made
- The rationale for decisions
- Any outcome or follow-up action.

Information must be shared appropriately when necessary to safeguard a child.

Data protection must not be treated as a reason to prevent appropriate safeguarding information sharing.

13. Supporting the Child

CM Sports will ensure that children affected by bullying, harassment or child-on-child abuse are supported appropriately.

Support may include:

- Providing a safe adult to speak to
- Increased supervision
- Emotional support
- Adjustments to activities where necessary
- Working with parents/carers where appropriate
- Liaison with the school DSL
- Referral to appropriate safeguarding or support services
- Monitoring the child's wellbeing
- Developing an agreed safety plan where appropriate.

The needs and wishes of the child will be considered alongside safeguarding requirements.

CM Sports will avoid placing responsibility on the child experiencing bullying to resolve the situation themselves.

14. Responding to Allegations About Staff or Volunteers

CM Sports takes all concerns about staff, coaches, volunteers and other adults working with children seriously.

Where an allegation or concern is made about the behaviour of a member of staff or volunteer towards a child, it must be reported immediately through the appropriate safeguarding procedure.

This includes concerns about:

- Bullying
- Harassment
- Intimidation
- Discriminatory behaviour
- Inappropriate physical contact
- Sexualised behaviour
- Emotional abuse
- Neglect
- Poor professional boundaries
- Other behaviour that may place a child at risk.

Staff must not attempt to investigate allegations against colleagues themselves.

Where CM Sports operates within a school, the school's safeguarding procedures must also be followed.

15. Low-Level Concerns

CM Sports recognises the importance of responding to concerns about staff behaviour before they escalate. A concern does not need to meet the threshold of an allegation of abuse before it is recorded and considered.

Examples may include:

- Poor professional boundaries
- Inappropriate language
- Favouritism
- Unprofessional communication
- Inappropriate physical contact
- Repeated behaviour that causes discomfort or concern
- Behaviour that is inconsistent with CM Sports safeguarding expectations.

Staff should report such concerns through the appropriate safeguarding route.

The purpose of recording low-level concerns is **not to automatically assume wrongdoing**, but to identify patterns and ensure that safeguarding standards remain consistently high.

16. Informal Resolution – Adults

Where an allegation concerns workplace bullying or harassment between adults and does not involve a safeguarding concern, an informal approach may be appropriate.

This may include:

- An informal discussion
- Mediation
- Management support
- Clarification of expected behaviour
- Agreement regarding future conduct.

However, informal resolution will **not** be used where doing so could compromise the safety or welfare of a child or where the seriousness of the matter requires formal safeguarding or disciplinary action.

17. Formal Action

Serious cases of bullying or harassment involving employees, volunteers or other adults may be dealt with under CM Sports disciplinary procedures.

Where behaviour constitutes gross misconduct, dismissal without notice may be appropriate, subject to the organisation's disciplinary procedure and employment law.

Where behaviour raises safeguarding concerns, safeguarding procedures will take priority.

18. Complaints

Complaints of bullying or harassment will be taken seriously and dealt with fairly, sensitively and, wherever possible, confidentially.

Where the complaint concerns a member of management, the complainant should report the matter to another appropriate senior person or Director.

Where a concern relates to a child, safeguarding procedures must be followed rather than treating the matter solely as a standard complaint or grievance.

19. Malicious or Unfounded Allegations

CM Sports will not take disciplinary action against a person simply because a concern they raised could not be substantiated.

However, where there is evidence that an allegation was deliberately fabricated or made maliciously, the matter may be considered under the relevant disciplinary or conduct procedure.

Staff and children should never be discouraged from raising genuine safeguarding concerns.

20. Third-Party Bullying and Harassment

CM Sports will not tolerate bullying, harassment or intimidation of staff, volunteers or children by third parties.

This may include:

- Parents or carers
- Visitors
- Members of the public
- School users
- Contractors
- Other organisations
- Online users.

Any incident involving threats, intimidation, harassment or behaviour that creates a safeguarding or safety concern must be reported to management and, where appropriate, the relevant school safeguarding lead or external authority.

21. Equality, Diversity and Inclusion

CM Sports is committed to providing an inclusive environment where everyone is treated fairly and respectfully.

Bullying, harassment or discrimination related to a protected characteristic will not be tolerated.

CM Sports will take reasonable steps to support disabled children, staff and volunteers and will consider reasonable adjustments where appropriate.

All staff are expected to challenge inappropriate discriminatory behaviour and report concerns through the appropriate procedure.

22. Working in Schools

When CM Sports delivers activities within a school or education setting, CM Sports staff and volunteers must comply with the school's safeguarding and child protection arrangements.

Staff must know:

- Who the school's DSL is
- Who the deputy DSL is
- How to report a safeguarding concern
- How to report an allegation about a member of staff
- The school's behaviour and anti-bullying arrangements
- The school's procedures for responding to child-on-child abuse.

Where there is a difference between CM Sports procedures and the school's safeguarding procedures, staff must seek advice from the DSL/appropriate safeguarding lead and follow the safeguarding arrangements applicable to the setting.

23. Responsibilities of Management and Directors

Management and Directors are responsible for:

- Promoting a culture of dignity and respect
 - Ensuring staff understand expected standards of behaviour
 - Ensuring safeguarding responsibilities are understood
 - Ensuring staff know how to report concerns
 - Taking complaints and concerns seriously
 - Ensuring safeguarding concerns are escalated appropriately
 - Ensuring appropriate records are maintained
 - Working with schools and safeguarding partners where necessary
 - Ensuring staff receive appropriate safeguarding training
 - Reviewing patterns of bullying, harassment and concerning behaviour
 - Taking appropriate disciplinary or safeguarding action.
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24. Responsibilities of Coaches and Staff

All staff and coaches are responsible for:

- Treating children and adults with dignity and respect
- Creating an inclusive environment
- Challenging inappropriate behaviour appropriately
- Remaining alert to signs of bullying and abuse
- Reporting safeguarding concerns without delay
- Maintaining appropriate professional boundaries
- Following school safeguarding procedures when working in schools
- Recording concerns accurately
- Never ignoring or minimising concerns.

Safeguarding is everyone's responsibility.

25. Preventative Approach

CM Sports recognises that prevention is an important part of safeguarding.

Coaches should:

- Establish clear behavioural expectations
- Promote kindness, respect and inclusion
- Encourage children to speak to trusted adults
- Monitor group dynamics
- Intervene early when conflict or harmful behaviour develops
- Avoid allowing repeated exclusion or intimidation to become normalised
- Promote positive relationships
- Use age-appropriate restorative approaches where suitable
- Ensure children understand that bullying and abuse are not acceptable.

Staff should recognise that behaviour may be a form of communication and that a child displaying challenging behaviour may themselves require support or safeguarding consideration.

26. Confidentiality

Information relating to bullying, harassment and safeguarding concerns will be handled sensitively.

However, staff must **never promise a child absolute confidentiality**.

Information may need to be shared with the DSL, parents/carers, school, children's social care, police or other appropriate agencies where this is necessary to safeguard a child.

27. Related Policies

This policy should be read alongside:

- CM Sports Safeguarding and Child Protection Policy
 - Child-on-Child Abuse procedures
 - Behaviour Policy
 - Complaints Policy
 - Whistleblowing Policy
 - Staff Code of Conduct
 - Acceptable Use / Mobile Phone Policy
 - SEND Policy
 - Equality, Diversity and Inclusion arrangements
 - Disciplinary Procedure
 - Grievance Procedure
 - School safeguarding and child protection policies where CM Sports operates.
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28. Relevant Legislation and Guidance

CM Sports will have regard to relevant legislation and statutory/non-statutory guidance, including:

- Keeping Children Safe in Education 2026
 - Working Together to Safeguard Children 2026
 - Equality Act 2010
 - Health and Safety at Work etc. Act 1974
 - Relevant employment legislation
 - Relevant Department for Education guidance on bullying, behaviour and safeguarding.
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29. Review

This policy will be reviewed at least annually and sooner where:

- KCSIE or other statutory guidance changes
- Legislation changes
- A serious incident identifies a need for amendment

- School or safeguarding partner requirements change
- CM Sports identifies improvements to its safeguarding arrangements.

The policy will be reviewed alongside the wider CM Sports safeguarding policy framework.

30. Policy Commitment

CM Sports is committed to ensuring that **bullying, harassment, discrimination, intimidation and abuse are never accepted as normal behaviour.**

Every child and adult has the right to feel safe, respected and valued.

All concerns will be taken seriously, responded to appropriately and recorded where necessary.

Where children are involved, safeguarding will remain the priority.

If in doubt, staff must report the concern.

“It could happen here.”