



ANTI-BULLYING (INCLUDING CYBERBULLYING) POLICY

Sunshine365 Limited

V1.1
Dec,2025

1. Purpose

The purpose of this policy is to ensure that all students under the care of Sunshine365 Limited (“Sunshine365”) are treated with dignity and respect, free from bullying, intimidation, or harassment—whether face-to-face or online.

Sunshine365 promotes a culture of kindness, inclusion, and mutual understanding consistent with British values and AEGIS standards.

2. Scope

This policy applies to:

All Sunshine365 students, staff, coordinators, and homestay families

Any setting in which Sunshine365 provides supervision or accommodation, including digital communication channels

3. Definitions

Bullying is behaviour that is:

Repeated, intentional, and harmful

Involves an imbalance of power between perpetrator and victim

Causes emotional, physical, or psychological harm

Forms include:

Physical: hitting, pushing, damaging belongings

Verbal: name-calling, teasing, insults, threats

Social: exclusion, spreading rumours

Cyberbullying: the use of digital technology to intimidate, threaten, humiliate or harm another person. Cyberbullying may include, but is not limited to:

- Sending abusive, threatening or insulting messages
- Spreading rumours or sharing embarrassing or private images or videos online
- Impersonating another person online or creating fake accounts
- Deliberately excluding someone from online groups or chats

- Harassment through social media platforms, messaging apps, email, or online gaming
 - Pressuring someone to share personal information or images
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4. Principles

Every student has the right to feel safe and supported.

Bullying of any form is unacceptable and will be addressed promptly.

All incidents are taken seriously and recorded in safeguarding logs.

Students are encouraged to report concerns early without fear of retaliation.

5. Prevention

Sunshine365 prevents bullying through:

Education and Awareness – anti-bullying themes integrated into student induction, newsletters, and homestay guidance.

Positive Culture – modelling respectful communication between staff, hosts, and students.

Training – annual safeguarding training for staff and homestays includes bullying recognition and response.

Online Safety Measures – monitoring of digital communication where appropriate, and education on safe online behaviour.

6. Recognising Bullying

Signs may include:

Unexplained injuries or missing belongings

Reluctance to attend school or homestay

Sudden withdrawal or anxiety

Changes in sleep, appetite, or academic performance

All Sunshine365 personnel are trained to identify these signs and to act swiftly.

Bullying may present differently depending on the child, context and method of harm. It may be overt or subtle and may include changes in behaviour, emotional wellbeing, online activity or peer relationships.

Sunshine365 recognises that bullying may not always be immediately visible and encourages early reporting of any concerns so that appropriate support and intervention can be provided.

7. Reporting Procedures

Student Reports: Students may speak to their homestay, local coordinator, or directly to the DSL.

Homestay or Staff Reports: Any adult suspecting bullying must inform the DSL immediately.

Recording: DSL completes an Anti-Bullying Incident Form noting date, individuals involved, and actions taken.

Response:

Investigate promptly and impartially.

Support both victim and alleged perpetrator.

Liaise with school safeguarding staff if incident occurs on school premises.

Escalation: If severe or repeated, escalate to the Local Authority Safeguarding Partnership and parents.

8. Cyberbullying Procedures

Preserve evidence (screenshots, messages, posts).

Report abuse via platform's reporting tools.

Advise students not to retaliate or engage further.

In serious cases, contact police (101 or 999) if a crime may have been committed (e.g., harassment, hate crime, explicit content).

9. Support for Victims

Sunshine365 provides:

Safe space and trusted adult for discussion

Regular welfare check-ins by local coordinator

Referral to school counsellor, GP, or specialist support (see Mental Health Support List – Appendix 10)

Parental communication and restorative mediation where appropriate

10. Guidance for Students Experiencing Bullying

If you are being bullied, or if you are worried about a friend, it is important to remember that you are not alone and that help is available.

Students are encouraged to:

- Tell a trusted adult as soon as possible, such as a homestay provider, school staff member, or Sunshine365 coordinator
- Save evidence of bullying, especially cyberbullying (for example screenshots, messages, usernames or posts)
- Avoid responding to or retaliating against bullying messages
- Block and report abusive users on social media, gaming platforms or messaging apps where appropriate

Sunshine365 takes all bullying concerns seriously and will work with schools, parents and homestays to support students and keep them safe. Further guidance for students is provided in the **Sunshine365 Student Handbook**.

11. Sanctions for Perpetrators

Depending on severity, Sunshine365 may:

Issue verbal or written warnings

Impose supervised reflection or mediation

Involve school disciplinary process

Terminate guardianship or homestay arrangement for persistent or serious bullying

12. Monitoring and Record Keeping

All bullying incidents recorded in the Safeguarding Register and monitored by the DSL.

Termly review of patterns or repeat incidents.

Outcomes and actions documented for AEGIS inspection.

13. Training and Awareness

Annual anti-bullying training forms part of safeguarding CPD.

Homestays receive written guidance on managing conflicts and reporting concerns.

Students receive digital-safety reminders each term.

14. Policy Review

This policy is reviewed annually by the DSL and Director or earlier if legislation or AEGIS guidance changes.

15. Approval

Date Published: October 2025

Next Review Date: October 2026

Approved by: Director, Sunshine365 Limited

Signature: _____

Date: _____