

Harassment and Bullying Policy

Woodlands Nursery recognises that children, staff and parents have the right to work and be in an environment where each individual is respected and is free from harassment and bullying on the grounds of gender, age, race, religion or belief.

Any allegations of harassment and bullying will be taken seriously. They will be dealt with immediately, in a prompt, sensitive and unbiased way, by the management.

Records of all allegations of harassment and bullying will be kept in a confidential way.

Abusive parents

At Woodlands Nursery we believe that we have a strong partnership with our parents and an open door policy to discuss any matters arising.

In the unlikely event that a parent starts to act in an aggressive way at the nursery our policy is to:

* Direct the parent away from the children and into a private area such as the staffroom.
* Ensure that a second member of staff be in attendance, where possible whilst ensuring the safe supervision of the children.
* Act in a calm and professional way, ask the parent to calm down and make it clear that we do not tolerate aggressive or abusive language or behaviour.
* Contact the police if the behaviour does not diffuse.
* Once the parent calms down, the member of staff will listen to their concerns and respond appropriately.
* An incident form will be completed detailing the time, reason and action taken.
* With incidents like this staff may require support and reassurance following the experience, management will provide and seek further support where necessary.
* Management will also support parents to further support if applicable.

For further details please see the school and nursery Promoting Positive Behaviour and Anti Bullying Policies.

**Updated August 2018 by N. Ferguson**

 **Woodlands Nursery Class – HARASSMENT** 

