





**City of Bristol College**

Safeguarding

**Sexual Harassment and Misconduct Policy | Version 1**



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If a disclosure is received it is important to meet with all individuals involved within 5 working days (ideally on the day of disclosure where possible) this could include staff, visitors, guest speakers or students.

The student making the disclosure must be reassured by all staff managing the disclosure KCSiE 2022 states that “It is essential that all victims are reassured that they are being taken seriously, regardless of how long it has taken them to come forward, and that they will be supported and kept safe. Abuse that occurs online or outside of the school or college should not be downplayed and should be treated equally seriously. A victim should never be given the impression that they are creating a problem by reporting sexual violence or sexual harassment. Nor should a victim ever be made to feel ashamed for making a report. It is important to explain that the law is in place to protect children and young people rather than criminalise them, and this should be explained in such a way that avoids alarming or distressing them.”.

Staff must be aware of the gender issue and other factors in relations to concerns of this nature, recognising that “Whilst any report of sexual violence or sexual harassment should be taken seriously, staff should be aware it is more likely that girls will be the victims of sexual violence and sexual harassment and more likely it will be perpetrated by boys. Children with special educational needs and disabilities (SEND) are also three times more likely to be abused than their peers.” (KCSiE 2022).

Statements must be taken by either the safeguarding team, senior curriculum staff or members of the HR team and these must be signed by the individual to confirm agreement with the content.

When managing disclosures of this nature it is vital that consideration is taken of the language used both verbally and in written form, recognising that it is an “alleged” offence, stating only the facts as presented and avoiding language or actions which could be perceived to place blame on a particular individual/individual. Where possible it is advised that the terms “Victim” and “Perpetrator” are avoided, instead staff are advised to use “Person A and Person B or utilise student initials stating what has been reported.

Regarding involvement of police  
recognises that “



It is of utmost importance that learning is also gained from our students. To achieve this, our student participation team and other key staff such as the college DSL, will work alongside and take guidance from working groups and the Students Union to review and implement our approach to keeping students, staff and visitors safe and develop learning materials for dissemination across the college.

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All staff will support individuals making disclosures of harassment and sexual misconduct to ensure that they feel heard. Any concerns of this nature must also be referred to the college safeguarding and welfare team.

The safeguarding team will also provide specialist support and have completed the Brook Traffic light tool which supports the identification of harmful sexualised behaviours enabling the team to complete referrals for specialist support from Brook services.

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<https://www.gov.uk/government/publications/sharing-nudes-and-semi-nudes-advice-for-education-settings-working-with-children-and-young-people/sharing-nudes-and-semi-nudes-advice-for-education-settings-working-with-children-and-young-people>

Review frequency: Annually

Lead Officer: Head of Safeguarding

Senior Manager responsible: Vice Principal

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