

PQMS Training encouraging good behaviour and respect for others, preventing all forms of bullying, PQMS Training is committed to eliminating any form of electronic social aggression.

Cyberbullying can be described as bullying using electronic communication. This form of bullying can take place via text message, over social networks or via any number of communication systems available over the internet.

PQMS Training will ensure a consistent and acceptable use of electronic devices as part of their training environment and the safety and protection of everyone involved.

What exactly is cyberbullying?

Message or other matter that is grossly offensive or of an indecent, obscene or menacing, Sent by means of a public electronic communications network. It also makes it an offence to purposefully cause annoyance, inconvenience, or needless anxiety by sending an electronic message which is known to be false or persistently send messages to cause annoyance.

Cyberbullying includes:

- Flaming – a group targeting insults at one individual.
- Online harassment.
- Cyberstalking – repeatedly harassing or threatening someone using electronic communication.
- Masquerade – impersonating, stealing (or using) another person’s identity to direct an attack.
- Outing – disclosing private personal information (particularly regarding sexual orientation or preference).
- Putting up false profiles.
- Distributing personal material against someone’s wishes.
- Trolling - is a form of bullying where the perpetrators anonymously log on to a social network platform with the specific purpose of identifying and bullying an individual. Trolls often find it entertaining to try to compete with other trolls to try to say the most outrageous and hurtful things to their victim. They often try to convince the victim that they know who they are offline and threaten to attack them physically or sexually.

Cyberbullying – Behaviour

- Anxiousness and insecurity.
- Be cautious sensitive, and quiet.
- Become easily upset.
- Have a negative view of themselves and their situation.
- Express feelings of shame, stupidity, or unattractiveness.
- Appear to be socially isolated.
- Depression, low mood, or mood swings.
- Have an excessive over reliance of social media or the internet.

How will PQMS Training make sure that learners feel safe to learn?

- Effective implementation of anti-bullying policies.
- Have staff trained to deal with cyberbullying.
- Have learner guidance on the risks of communication technologies and the consequences of their misuse.
- Effective and current internet blocking of harmful or undesirable web sites.
- Having effective systems to prevent information and images of learners and staff being improperly accessed.
- Parents / guardians / carers are kept informed of this policy.
- Immediate suspension of an individual or individuals engaging in any form of cyberbullying pending the results of the internal investigation. Procedure to be adopted in the event of a cyberbullying incident.
- Any threat of violence, instance of cyberbullying or electronic harassment must be reported to a senior manager.
- A prompt investigation will be initiated by the designated manager.
- Disciplinary procedures will apply.
- The police are to be informed.
- Where appropriate websites hosts will be requested to remove the offensive material.
- Offer support and stress counselling if necessary.

How can cyberbullying be eradicated?

If cyberbullying is suspected, then follow the procedure in the PQMS Training Safeguarding Policy and share concerns with your Designated Safeguarding Lead.

N.B. Any non-compliance will result in the appropriate disciplinary sanctions being applied.

Anyone using PQMS services must comply with the Behaviour Policy, anti-bullying policy and Online policy, and the following procedures:

- Ensure that communications through the internet and e-mail are related to learning.
- Keep passwords confidential and change them when prompted or when known by another user.
- Use passwords that are not obvious or easily guessed.
- Log off at the end of each session to ensure that no-one else can use their e-mail address.
- Report any receipt of computer viruses. Unsolicited e-mails or any message that is inappropriate or in any way makes them feel uncomfortable.
- Keep personal information including names, addresses, photographs, credit cards and telephone numbers of themselves and/ or others private.
- Do not use the electronic identity of another person to send messages or any other purpose.
- Do not take photographs or videos of anyone without their consent.
- Do not send emails or other messages that are any of the following:

Further information: www.antibullying.net www.stopcyberbullying.org

This policy will be reviewed annually.