



Intensive School of English and Business Communication

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Policy on Abusive Behaviour

At ISE we are determined to ensure that students study and staff work in an atmosphere that welcomes and celebrates diversity and where everyone feels comfortable and unthreatened.

Any form of abusive behavior is strictly sanctioned. This includes harassment, bullying, actual or threatened violence, damage to or theft of personal property and verbal and other abuse based on racial, gender-based, sexual, religious or cultural differences.

All such behavior is described in the school as bullying in order to simplify the concept for non-native readers of English.

The chain of responsibility for reporting and dealing with abusive behavior is:

1. Teacher
2. Welfare Officer
3. Managing Director

On being notified of any abusive behavior, the priorities of the school will be:

- To reassure and subsequently protect the victim
- To modify the behavior of the perpetrator to bring it into line with ISE policy
- Where the above two points are not achieved, the Managing Director may consider expelling* the perpetrator without compensation.

It is additionally the duty of all member of staff, and all students who witness abusive behavior on the school premises or anywhere else if it involves ISE students or staff, or even when they, themselves, are not directly involved, to report the incident(s) to the Welfare Officer.

*Any student who has been expelled may appeal against expulsion in writing to the managing director and that appeal will be considered at the next meeting of the Senior Management Team.