



Anti-Bullying Policy

'A Muslim is one whom other people are safe from his tongue and his hand.'
(Bukhari)

In our school, every pupil and member of staff should feel safe from any abusive, threatening or unpleasant behaviour. Members of staff should be able to operate on the clear understanding that pupils will behave towards them with courtesy, cooperativeness and obedience to legitimate rules and instructions. Pupils must be able to expect the highest standards in teacher's behaviour and attitude towards them. Members of staff should always set high standards for how pupils behave towards each other.

Our policy is directed by the teachings of the Qur'an and the noble example of the Prophet Muhammad (SAW).

Definition

"Bullying hurts, threatens, and frightens someone else" (Adapted from Action against Bullying" Scottish Council for research in education 1991)

Another definition is: "Where a person purposely, hurts, threatens or frightens and/or intimidates another person, causing them emotional, physical and/or mental harm".

What May Constitute Bullying

Things to look for:

- Name Calling
- Dirty Looks
- Personal Insults
- Being left out from groups
- Being the butt of constant jokes
- Racial Insults
- Family Insults

- Sexist Insults
- Hitting
- Pushing
- Touching
- Being Hurt
- Destruction or removal of possessions without permission

If you witness any of the above, please do NOT ignore it or think it is not your problem and it does not concern you- It is your duty to protect the pupils at all times.

Procedure

- 1) Report to class teacher or Mrs Khadija
- 2) A member of staff to whom you have reported the incident will record it.
- 3) Head teacher will be informed
- 4) Parents informed (if necessary)
- 5) Police informed (if necessary)
- 6) Bullies must be stopped quickly and attempts made to help bullies rectify their behaviour.

Cases of bullying or suspected bullying that are observed in class or around the school must always be taken seriously. Any occurrence that cannot be simply sorted out and dealt with by teachers should be discussed immediately with the anti-bullying officer Mrs Khadija.

The head teacher will be notified of any serious cases of bullying or of any on-going situation. In very serious cases, the head teacher in consultation with Board of Trustees will take the final decision about how the matter is to be dealt with and resolved.

School Policy on Bullying

1. Staff should follow the established procedures.
2. Every effort should be made to follow up each case to ensure that the victim is given support and to prevent recurrence.
3. The Welfare officer should make clear to parents of victims and bullies the action being taken, why we are taking them and what the parents can do to help us and reinforce our actions.
4. In dealing with the bully, staff should make it clear that their behaviour is unacceptable and also stress the serious consequences of repetition. However, staff should not 'bully the bully'
5. Pupils must be made aware of who they can talk to in confidence and must know that information will be acted upon discretely and sensitively.
6. Staff need to be aware of areas of the school where bullying might take place and be sensitive to the times and situations when it may occur.
7. Opportunities should be taken in the delivery of PHSEE/Citizenship/RE and in assemblies' e.g. Jummah time to explain to school policy on bullying. Staff may also make use of opportune moments in the curriculum to highlight the issues of bullying and reinforce this message.
8. Help is to be provided for victims to raise their self-esteem, and support to counter any feelings of inferiority or guilt. Parents may need to be involved here.
9. Bullies are to be shown how they can satisfy their needs through working with others rather than in a confrontational way. Parents may also need to be drawn in to see how they can help change the child's behaviour.
10. Staffs needs to be aware of racist language and actions, which are a form of bullying.

11. Staff should watch for early signs of distress in pupil's deterioration of work, spurious illness, isolation, desire to remain with adults, erratic attendance. These may be the early signs of bullying though there may (of course) be other causes.
12. School will ensure that there is no 'initiation ceremony' as this can cause pain, anxiety or humiliation to the pupils.
13. School will also ensure that in addition to above, help and guidance is provided to pupils who bully others through pastoral care.

Anti –Bullying Officer- Action Plan

First Steps:

- Remain calm; reacting emotionally may add to the bully's fun and give the bully control of the situation;
- Take the incident seriously and take action;
- Reassure the victim; do not make them feel inadequate or foolish;
- Decide whether your action needs to be private or public-and initially deal with things in private if you can;
- Offer help, advice and support to the victim
- Punish the bully if you have to, but be very careful how you do this; reacting aggressively or punitively gives the message that it all right to bully if you have the power, and can in certain circumstances exacerbate the bullying and so be counter-productive;
- Explain clearly any punishment and why it is being taken.

After taking the appropriate initial action:

DO

- Make sure that the incident does not live on through reminders from you;
- If you have uncovered the 'trigger factor', try to think ahead to prevent a recurrence of the incident.

DO NOT

- Be over protective and refuse to allow the victim to help themselves;
- Assume that the bully is bad through and through; their behaviour in this respect is unacceptable, but they have virtues in other areas-try to look objectively at the behaviour in the bully;
- Keep the whole incident a secret because you have dealt with it;

Advice on Bullying

Hadith: The Prophet Muhammad (peace be upon him) said: "Be kind, for whenever kindness becomes part of something, it beautifies it. Whenever it is taken from something, it leaves it tarnished."

What is Bullying?

- When someone thinks its fun to make you sad or angry
- If they don't stop when you say "I've had enough"
- If they often say unkind things to you
- If they never let anyone talk to you
- If they take your friends away and leave you alone
- If they kick you or punch you or hurt you on purpose.

Why do Bullies do it?

- Bullies may be jealous of you
- They may feel bad inside and want you to feel bad as well
- They may be scared nobody likes them
- They may bully people so no one will bully them
- They may be bullied at home and think its OK to bully you
- They may think they are being clever.

What should I do?

- Tell your mum or dad
- Tell a teacher
- Tell every grown up until someone listens to you
- Tell your friend and ask your friend to help you tell an adul

What if I Bully someone?

THINK HARD!

Think how sad the person you have bullied is feeling.

Think how nice it is to have friends who really like you.

Tell a teacher, your mum or dad that you want to stop being a bully and ask for their help.

How can I make Good Friends?

- Don't play with people who hurt others or make them sad
- Choose friends who are kind, who share and who listen to you
- Be kind, share and listen to them too
- If your friends are sad, look after them and try to help them
- If someone is being bullied, get help, tell an adult.

Cyber-bullying: Advice to pupils

Anti-cyber-bullying code

Being sent an abusive or threatening text message, or seeing nasty comments about you on a website, can be really upsetting. This code gives you seven important tips to protect yourself and your friends from getting caught up in cyber-bullying, and advice on how to report it when it does happen.

Always respect others

Remember that when you send a message to someone, you cannot see the impact that your words or images may have on the other person. That is why it is important to always show respect to people and be careful what you say online or what images you send. What you think is a joke may really hurt someone else. Always ask permission before you take a photo of someone.

If you receive a rude or nasty message or picture about someone else, do not forward it. You could be assisting a bully and even be accused of cyber-bullying yourself. You could be breaking the law.

Think before you send

It is important to think before you send any images or text about yourself or someone else by email or mobile phone, or before you post information on a website. Remember that what you send can be made public very quickly and could stay online forever. Do you really want your teacher or future employer to see that photo?

Treat your password like your toothbrush

Don't let anyone know your passwords. It is a good idea to change them on a regular basis. Choosing hard-to-guess passwords with symbols or numbers will help stop people hacking into your account and pretending to be you. Remember to only give your mobile number or personal website address to trusted friends.

Block the bully

Most responsible websites and services allow you to block or report someone who is behaving badly. Make use of these features, they are there for a reason!

Don't retaliate or reply

Replying to bullying messages, particularly in anger, is just what the bully wants.

Save the evidence

Learn how to keep records of offending messages, pictures or online conversations. These will help you demonstrate to others what is happening and can be used by

your school, internet service provider, mobile phone company or even the police to investigate the cyber-bullying.

Make sure you tell

You have a right not to be harassed and bullied online.

There are people that can help:

- Tell an adult you trust who can help you to report it to the right place, or call a helpline like Child Line in confidence.
- Tell the provider of the service you have been bullied on, for example, your mobile phone operator or social network provider. Check their websites to see where to report.
- Tell your school. Your teacher or the anti-bullying coordinator at your school can support you and can discipline the person bullying you.
- Finally, don't just sit there. If you see cyber-bullying going on, support the victim and report the bullying. How would you feel if no one stood up for you?

When a child is the target of cyber-bullying (bullying via mobile phone or the internet) they can feel alone and very misunderstood. It is therefore vital that as a parent or carer you know how to support your child if they are caught up in cyber-bullying. This short guide will help you.

Advice to parents and carers on cyber-bullying

- Preventing cyber-bullying

Where to start

The best way to deal with cyber-bullying is to prevent it happening in the first place. Although it may be uncomfortable to accept, you should be aware that your child may as likely cyber-bully as be a target of cyber-bullying, and that sometimes children get caught up in cyber-bullying simply by not thinking about the consequences of what they are doing. It is therefore crucial that you talk with your children, and understand the ways in which they are using the internet and their mobile phone. In this guide there is an anti-cyber-bullying code which contains seven key messages for children, which you may find a helpful starting point for a discussion with them about issues, such as being careful about posting images on personal websites and where to go to get help.

Use the tools

Most software and services on the internet have in-built safety features. Knowing how to use them can prevent unwanted contact. For example, instant messenger (IM) services such as Windows Live Messenger have features which allow users to block others on their contact list, and conversations can be saved on most IM services. Social networking sites such as MySpace and Bebo also have tools available, for example young people can keep their profile set to 'private' so that only approved friends can see it.

With bullies using text and picture messaging, it is also important to check with your children's internet or mobile-phone provider to find out what protections they can offer, including whether it is possible to change your mobile number.

2. Responding to cyber-bullying

It is vital that you have strategies to help your child if they come to you saying that they are being cyber-bullied.

The anti-cyber-bullying code

Start by teaching your children the seven key messages in the anti-cyber-bullying code. This includes advice on not replying or retaliating to cyber-bullying, as well as not assisting a cyber-bully by forwarding a message, even as a joke.

Keep the evidence

Keeping the evidence of cyber-bullying is helpful when reporting an incident and may help in identifying the bully. This means keeping copies of offending emails, text messages or online conversations.

Reporting cyber-bullying

A number of organisations can help you if you need to report incidents of cyber-bullying.

The school

If the incident involves a pupil, or pupils, at your child's school, then it is important to

let the school know. All schools have a legal duty to have measures in place to support the person being bullied and to apply disciplinary sanctions to the pupil doing the bullying. Schools are increasingly updating these policies to include cyber-bullying.

The provider of the service

Most service providers have complaints and abuse policies, and it is important to report the incident to the provider of the service. For example:

- A mobile-phone operator such as O2 or Vodafone
- The IM provider, such as Windows Live Messenger or AOL
- The social network provider, such as Bebo or Piczo.

Most responsible service providers will have a 'Report abuse' or a nuisance call bureau, and these can provide information and advice on how to help your child.

The police

If the cyber-bullying is serious and a potential criminal offence has been committed you should consider contacting the police. Relevant criminal offences here include harassment and stalking, threats of harm or violence to a person or property, and any evidence of sexual exploitation, e.g. grooming, distribution of sexual images, or inappropriate sexual contact or behaviour.

