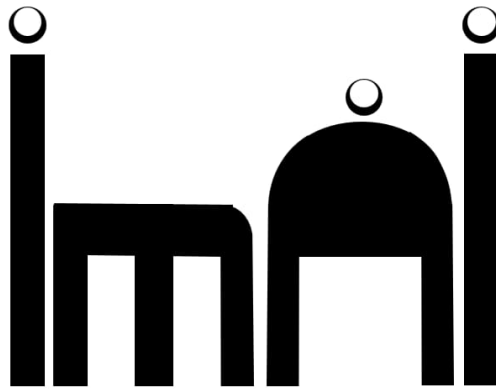


مَعَهْدُ الْإِمَامِ مُحَمَّدِ آدَمِ الْإِسْلَامِيِّ

**Ma'had Al-Imām Muhammad Adam Al-Islāmi**

A Tradition of Excellence

مَعَهْدُ الْإِمَامِ مُحَمَّدِ آدَمِ الْإِسْلَامِيِّ



THE IMAM MUHAMMAD ADAM INSTITUTE

# **Anti-bullying policy**

**August 2021**

Review date: August 2022

## Anti-bullying policy

### 1. Responsible persons

Role	Staff member
Principal/Proprietor	Shaykh Faheem Ibn Ismaeel

### 2. Definition and duty

'Bullying is behaviour by an individual or group, repeated over time, that intentionally hurts another individual or group either physically or emotionally. Bullying can take many forms (for instance, cyber-bullying via text messages, social media or gaming, which can include the use of images and video) and is often motivated by prejudice against particular groups, for example on grounds of race, religion, gender, sexual orientation, special educational needs or disabilities, or because a child is adopted, in care or has caring responsibilities. It might be motivated by actual differences between children, or perceived differences'. (DfE)

We have a duty of care to protect pupils from bullying as part of our responsibility to provide a safe, secure, caring and friendly school environment for all the children in order to protect them from those who wish to deliberately hurt them either physically or emotionally. We believe all our safeguarding procedures are in line with current legislation and advice and that we promote the welfare of all children in our care.

We are aware that bullying is not a criminal offence but we will report to the police any incident of violence or assault, theft of school equipment or personal belongings, repeated incidents of harassment or victimisation or hate crimes.

We work hard to eliminate all forms of bullying, to keep records of all incidents of bullying and the different types of bullying that occur in this school.

We acknowledge that if bullying is left unaddressed it 'can have a devastating effect on individuals. It can be a barrier to their learning and have serious consequences for their mental health' not only in childhood but also into adulthood.

We work hard to prevent bullying from happening and to support children who have been bullied by having in place resilience processes in order to help their recovery. It is very important to work with parents and to keep them well informed at all stages.

We believe it is our moral and legal duty to protect lesbian, gay, bisexual, and transgender pupils and school personnel from all forms of bullying. All forms of homophobic and transphobic bullying must be challenged, dealt with and recorded.

We believe by creating a safe, secure and caring school environment we will encourage all pupils to report any incident of bullying to a member of the school personnel.

We are aware that under Sections 90 and 91 of the Education and Inspections Act 2006 that we have the power to discipline pupils for misbehaving off the school premises such

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as on school or public transport, outside local shops or in a town or village centre. All reported incidents of bullying outside school will be investigated and acted on.

Under no circumstances does the school tolerate any form of bullying and all incidents of bullying will be dealt with promptly and effectively as we wish to promote the wellbeing of all pupils.

We work hard to demonstrate the effectiveness of this policy by ensuring all incidents of bullying are investigated, are dealt with and the outcome of each incident recorded.

We wish to endorse the School Standards and Framework Act 1998 by having in place an effective Anti-Bullying Policy that demonstrates good practice in order to prevent bullying among pupils.

### **3. Aims & Objectives**

- To protect pupils from bullying as part of our responsibility to provide a safe, secure, caring and friendly school environment for all children.
- To look out for all signs of bullying and to take the appropriate action to stop it.
- To develop a school environment that is both safe and secure for all pupils.
- To have in place established systems that will deal with incidents of bullying.
- To develop confident children who will notify staff of any incident of bullying.

### **4. Role of the Principal**

The Principal will:

- under Section 157 of the Education and Inspections Act 2006 encourage good behaviour, the respect for others and endeavour to prevent all forms of bullying among pupils;
- work in conjunction with the Senior Leadership Team to ensure the policy is implemented and all school personnel, pupils and parents are aware of and comply with this policy;
- work to create a safe, secure, caring and friendly school environment for all children;
- ensure school personnel have a clear understanding of the extent and nature of bullying that may take place in school;
- work hard with school personnel to create an ethos of good behaviour;
- encourage school personnel to proactively gather intelligence about issues between pupils which might provoke conflict and develop strategies to prevent bullying occurring in the first place;
- ensure that personal and social education curriculum and the religious education curriculum helps to deal with anti-bullying;
- investigate all reported incidents of bullying;
- ensure that all pupils understand that bullying is wrong;
- ensure that all parents aware that we do not tolerate bullying;
- raise awareness of bullying with pupils, parents and school personnel.
- ensure school personnel report and record incidents of bullying;

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- ensure counselling and support mechanisms are in place to help those who have been bullied;
- encourage any bully to change their behaviour;
- consider permanent exclusion in the most serious incidents of bullying;
- ensure effective supervision is in place between lessons, break times and lunchtimes;
- provide guidance, support and training to all staff;
- monitor the effectiveness of this policy by monitoring:
  - the number of recorded incidents in an academic year;
  - the types of bullying that occur in an academic year;
  - how swiftly incidents of bullying are dealt with

### **5. Role of the Discipline Officer**

- inform parents of any incident of bullying and how it has been dealt with;
- deal with any form of bullying that takes place to and from school;
- ensure records of all incidents of bullying are:
  - stored in a secure place;
  - kept in a central log in order to build up a picture of concerns of individual pupils and in identifying patterns of behaviour;
  - kept in a uniform and systematic way
  - kept as well as specific types of bullying and their outcomes;
  - used to effectively track pupils through school;
- work with children to determine those parts of the school where they do not feel safe;
- impose sanctions on any pupil who has bullied in accordance to the Pupil Discipline and Behaviour Policy
- help counsel children who have been bullied and those who use bullying behaviour;

### **6. Role of the Pastoral Care provider**

- Work with the Discipline officer and counsel children who have been bullied and those who use bullying behaviour;

### **7. Role of School Personnel**

- be aware of the signs of bullying in order to prevent bullying taking place;
- report all incidents of bullying to the Discipline officer.
- take all forms of bullying seriously;
- make sure that all pupils know what to do if they are bullied;
- encourage pupils to report any incidents of bullying to any member of the school personnel;
- raise awareness of the wrongs of bullying through personal and social education, and religious education;

### **8. Role of Pupils**

- report if they are being bullied;
- report if they see someone being bullied;

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- treat others, their work and equipment with respect;
- talk to others without shouting and will use language which is neither abusive nor

### **9. Role of Parents**

- report to the school any concerns they have of their child being bullied;
- be assured that the school will deal with all incidents of bullying;
- be assured that they will be informed of incidents and will be involved in discussions

### **10. Procedure of dealing with a bullying incident**

- The discipline officer will investigate any reports of a bullying incident by speaking to the victim, the aggressor, teacher and any witnesses.
- The discipline officer will report their findings to the Principal.
- If an incident is confirmed to be a bullying incident then parent/guardian of the aggressor will be contacted to discuss the incident as well as impose sanctions in accordance to the pupil discipline and behaviour policy.
- The parent/guardian of the victim will also be informed of the incident and of any actions that have been taken.
- The incident is then recorded using the Bullying Record sheet and filed away securely.
- The incident will be followed up to ensure no further incidents have occurred and both aggressor and victim will receive continuous relevant counselling.