

### 3. ANTI -BULLYING POLICY

## The British Muslim School



You are the best nation raised up for humankind. You enjoin righteousness, forbid corruption and you believe in Allah. Al- Quran, Surah Al-Imran, ayah 110

<b>Title</b>	<b>ANTI -BULLYING POLICY</b>
<b>Document Type</b>	Approved
<b>Subject</b>	Bullying
<b>Reviewed</b>	September 2023
<b>Approved by</b>	Board of Governors
<b>Next Review</b>	September 2024 or earlier where there is a change in the applicable law affecting this Policy Guidance
<b>Responsible person:</b>	Principal/Governing body

### 3. ANTI -BULLYING POLICY

Lodge Road, West Bromwich, West Midlands, B70 8DX

## **AIM**

To provide a safe environment in which all students feel free from any type of harassment and can flourish

This policy has been written with reference to DfE guidance 'Preventing and tackling bullying -Advice for head teachers, staff and governing bodies' ([www.education.gov.uk/schools/studentsupport/behaviour/bullying/f0076899/preventing-and-tackling-bullying](http://www.education.gov.uk/schools/studentsupport/behaviour/bullying/f0076899/preventing-and-tackling-bullying)) and keeping Children safe in Education (KCSIE) September 2023. The Independent School Standards 2014 state that the proprietor of an independent school ensures that bullying at the school is prevented in so far as reasonably practicable, by the drawing up and implementation of an effective anti-bullying strategy.

## **OBJECTIVES**

- To promote behavior based on respect for self and others and responsibility for our actions.
- To have a shared understanding of what constitutes bullying
- To challenge bullying behaviour, either directly or by dealing with bullying behaviour in the curriculum, as a PHSCEE topic, and by using teaching methods that encourage cooperation and emotional health in and out of the classroom.
- To encourage students to discuss areas of concern with staff to enable potentially 'bullying' situations to be averted and minimized.
- To clarify procedures for reporting bullying and for dealing with bullying incidents
- To provide support for the victim and perpetrator of bullying behavior.
- To specify what sanction would be used in which type of bullying
- to define the roles and responsibilities of all members of the school community e.g.
  - teachers and non-teaching staff;
  - governing body;
  - students;
  - Parents.

## **DEFINITION OF BULLYING**

Bullying is behaviour by an individual or group, usually repeated over time that intentionally causes harm, either physical or emotional. This behaviour may be towards another individual or group which makes them feel uncomfortable or threatened. Bullying behaviour is not the instant repercussions when friends fall out with each other. However, if as a result of a friendship issue any student feels that they are being deliberately and repeatedly 'picked on' or excluded, then that may be perceived as bullying behaviour. It must be remembered that people react differently and it is often very difficult to tell if someone is upset or hurt. No-one should underestimate the serious consequences, including psychological damage and even suicide, that bullying behaviour may cause.

Under the Children Act 1989 a bullying incident should be addressed as a child protection concern when there is 'reasonable cause to suspect that a child is suffering, or is likely to suffer, significant harm'.

**Lodge Road, West Bromwich, West Midlands, B70 8DX**

## **BULLYING BEHAVIOUR INCLUDES:**

- **Physical:** hitting; kicking; taking or hiding belongings, including money.
- **Verbal:** name-calling; teasing; taunting; insulting; writing unkind notes; inappropriate text messaging and emails; sending offensive or degrading images by phone or via the internet (cyber bullying).
- **Emotional:** being unfriendly, excluding, tormenting, looks, spreading hurtful and/or untruthful rumors.

## **Types of bullying include:**

- Bullying related to race, religion or culture; racial harassment includes name calling, racist jokes, offensive mimicry, bringing racist materials to the School e.g. badges, leaflets, magazines; racism against food, music, dress or any customs
- Bullying related to SEN or disabilities;
- Bullying related to appearance or health conditions;
- Bullying related to sexual orientation; homophobic and transphobic insults
- Bullying related to home circumstances;
- Sexist or sexual bullying.

## **Bullying can take place:**

- Between students;
- Between students and staff;
- by individuals or groups;
- Face-to-face, indirectly or using arrange of cyber bullying methods.

## **Bullying can take place: -**

- inside the School (during lessons or break times) e.g.
  - in the classroom;
  - in corridors;
  - in the playground;
  - In the toilet areas.
- on the way to School or on the way back from School;
- away from the School.

## **Cyber bullying**

Cyberbullying, or online bullying, can be defined as the use of technologies by an individual or by a group of people to deliberately and repeatedly upset someone else (online monitoring and filtering standards DfE)

Examples may include, but are not restricted to:

- students who set up website pages and invite others to post derogatory comments about a student;
- students sending insulting and vicious text messages;
- students posting fake and/or offensive photographs of the victim via a social networking, email or mobile phone;
- students hacking into social networking sites and removing and circulating material which may be embarrassing or personal.

Cyber bullying differs from “ordinary” bullying and can have a far greater impact because of a number of factors including:

- invasion of personal space—the victim can never escape it;
- the potential anonymity of the bully;
- the ability to broadcast upsetting messages and images rapidly to a potentially huge audience and to continue to do so repeatedly over a long period of time;
- other students, who may not normally become involved in bullying behavior, may be drawn in unwittingly by, for example, forwarding or circulating an image or message.

Of course, everyone is entitled to their private life and to freedom of expression but students must consider whether the material they are sending, or forwarding, may cause upset.

## **PREVENTATIVE STRATEGIES**

When there is ‘reasonable cause to suspect that a child is suffering, or is likely to suffer, significant harm’ a bullying incident should be addressed as a child protection concern under the Children Act 1989. Where this is the case, the school staff should discuss with the school’s designated safeguarding lead – Mr Islam (Lead DSL) and report their concerns to their local authority children’s social care and work with them to take appropriate action. Full details can be found in Part 1 of Keeping Children Safe in Education.

The School will take all reasonable measures to foster a culture of caring and helping and thus preventing bullying from occurring in the first place. This will be achieved by: -

- defining a code of conduct for the school and ensure that it is prominently displayed throughout the school;
- displaying anti-bullying posters encouraging students to “tell” when bullying occurs - including: -
  - a guide for students so that they can easily contact someone in confidence (i.e. providing students who are experiencing bullying with the opportunity to talk in private, to enable them to tell what is happening, without fear of any reprisal);
  - External helpline numbers displayed if students want to talk to someone

**Lodge Road, West Bromwich, West Midlands, B70 8DX**

outside the school e.g. Childline: 0800 1111 (24 hours a day) and Kidscape bullying helpline for parents: 020 7730 3300 (Monday to Friday: 10a.m. to 4p.m.);

- informing them of a Suggestion Box in the school office, where a student can leave a note of an incident of bullying, if they feel unable to tell someone directly;(a note for potential bullies) police may be involved in some cases;
- informing students that the following will also be regarded as seriously as the bullying:
  - 
  - provoking or in any way encouraging someone else to carry out any form of bullying – this could be: physically, verbally, written (on paper or by e-mail/social media or SMS text), by gestures or any other means;
  - helping a bully in bullying in anyway;
  - watching someone else being bullied and not reporting it (a guarantee of confidentiality will be provided).
- assembly talks, will regularly be directed at the importance of having a good nature, behaving responsibly and being caring and helpful;
- form tutors and other teachers to emphasize the value of every member of the school community (including themselves);
- use of books, videos, CD-ROMS, workshops, theatre groups etc.;
- ensuring effective supervision of all areas of the school at break times – (The school's physical environment must be examined. There should not be any places where bullying can go on to go unnoticed);
- if appropriate, older sensible/responsible students may be directly requested to keep a look out for bullying;
- CCTV cameras will be placed in all main and other vulnerable areas

The students themselves can prevent bullying from occurring, or reaching a serious stage, Advice will be provided to students to: -

- tell an adult you trust;
- get your friends together and say “No” to the bully;
- if you know that another student is being bullied, tell one of the School’s staff;
- stay with groups of people, even if they are not your friends - there is safety in numbers;
- avoid being alone in places where bullying happens.
- try to ignore the bullying;
- try not to show you are upset, which is difficult;
- try being assertive. Shout “NO” loudly. Practice in front of a mirror;
- talk quickly and confidently, even if you don’t feel that way inside. Practice!
- if you are in danger, get away;
- do not fight to keep possessions;
- do not fight back - it may make it worse (if you decide to fight back, talk to a teacher first);
- tell yourself that you don’t deserve to be bullied;
- if you are different in some way, be proud of it! It is good to be an individual.

## **COMMUNICATION WITH PARENTS**

The School prospectuses and website will in no uncertain terms make it clear that bullying will not be tolerated. These will also explain the procedures through which students who are experiencing bullying can draw their concerns to the attention of staff in the confidence

**Lodge Road, West Bromwich, West Midlands, B70 8DX**

that these will be carefully investigated and, if substantiated, taken seriously and acted upon. These will also define the sanctions that will be taken if there are occurrences of bullying (Discipline and behavior policy).

## **STAFF TRAINING**

All staff and members of the Governing Body shall receive appropriate training on bullying so that they are aware of the different types of problems and aware of all the issues involved.

Any member of staff approached on a bullying matter must not ignore it. The Class/Form Tutor of the relevant class must be immediately informed about the incident. (Staff are advised to complete an incident form and log all information)

## **TEACHERS AND OTHER STAFF SHOULD**

Teachers and other staff must be vigilant and lookout for signs. The following are possible signs of victimization:

- subtle changes in behavior (withdrawn, anxious, preoccupied, demonstrates loss of interest in school and in favorite activities);
- spurious illnesses;
- excessive trips to the school nurse;
- loss of appetite;
- feels lonely;
- deterioration of work;
- isolation or the desire to remain with adults;
- erratic attendance;
- internal truancy.

School staff should carefully monitor the symptoms of bullying outlined above. If they think behavior is related in any way to bullying they must discuss the issue with the principal.

## **PARENTS SHOULD**

In addition, parents should look out for changes in behavior in their child, such as: -

- inability to sleep, bad dreams, crying in sleep;
- comes home from school with bruises and scratches, torn or dirtied clothing, or with missing or damaged books and property;
- sensitive or withdrawn when asked about his or her day;
- appears afraid or reluctant to go to school in the morning;
- repeatedly loses clothing, money, or other valuables;
- steals money in response to the bully's demands
- repeated headaches or stomach aches—particularly in the morning;
- big appetite after school (perhaps because lunch or lunch money was taken);
- chooses a roundabout or strange route to and from school or reluctant to take the public transport.

**Lodge Road, West Bromwich, West Midlands, B70 8DX**

## **IDENTIFYING A STUDENT WHO IS BEING BULLIED**

Children who are bullied often tell no one about their misery out of shame, fear of retaliation, and feelings of hopelessness. Some students may be particularly vulnerable to bullying - students with special educational needs, or those who can be singled out as different in some way (very tall, overweight, left handed, etc.). Many students who need glasses fail to wear them because of the name calling they experience.

In a few cases, a student may be displaying behavior which is provocative to others. In such cases the student may need counselling to enable them to understand this and change his or her behavior.

## **COUNSELLING STUDENTS WHO HAVE BEEN BULLIED**

Children that have been bullied often have low self-esteem and hence raising self-esteem of children who have been bullied is very important.

One technique is to empower victims of bullying by allowing them to decide how they would like the incident to be dealt with: e.g.

- talk to the bully with a teacher present;
- teacher to deal directly with the bullies;
- for minor incident, teachers to monitor the situation.

## **IDENTIFYING A BULLY**

A bullying child can be identified by the following characteristics: -

- dominant;
- aggressive;
- power-assertive;
- energetic;
- impulsive.

These are general and it does not imply that every energetic or aggressive person is a bully.

Note: Sometimes, a student who bullies in one situation may be a victim in another. E.g. a student who bullies in school may be being bullied at home by older siblings or other family members. While our actions will always try to stop any bullying, it is important to understand the bully, and to consider that they may themselves be victims of bullying or other forms of abuse.

## **PERSISTENT BULLYING**

In the case of extreme or persistent behavior any of the following may be consulted: -

- psychologists;

**Lodge Road, West Bromwich, West Midlands, B70 8DX**

- education welfare officers;
- community groups.

## **PROCEDURES**

- Students will be aware of acceptable behavior through the Behaviour policy. Awareness of bullying issues will be raised through PSHE, assemblies etc.
- Students are encouraged to avoid rumour and gossip which may exacerbate a situation.
- Students are encouraged to report bullying behaviour to academic or pastoral staff, Personal Tutors, Chaplain or Counsellor.
- All students will be made aware of their role in countering bullying behaviour, including the significance of the role of bystanders.
- Staff will be alert to signs of bullying behaviour. More detailed guidance on recognizing signs are available in the staff handbook. This will be brought to the attention of all staff at the start of each academic year as part of the annual Safeguarding Children update, or on Induction for staff joining mid-year.
- All students and staff agree to the E-safety and Acceptable Use Policies. Any breach of these guidelines will be sanctioned, as appropriate.

## **IF BULLYING BEHAVIOUR IS OBSERVED STAFF WILL: -**

- Talk to the individuals concerned to ascertain the true picture.
- Get students to write down the incidences of bullying behaviour and pass on their statements to the form Tutor/Housemaster.
- Encourage students to tell about their bullying experiences and to know that they will be listened to and believed and that action will be swiftly but sensitively taken.
- Discuss the issues with the alleged perpetrator and reassure the victim. Further action will be taken, as required, and support given to all concerned.
- If necessary and appropriate, staff will facilitate reconciliation meetings between the students involved. The perpetrator will be held to account for their behaviour and may be sanctioned. As appropriate, they may be subject to a support/learning programme to help them face up to the harm they have caused. The perpetrator may need help themselves.
- For more severe or persistent cases of bullying behaviour, the perpetrator/s will be sanctioned; suspension or even exclusion may be considered.
- A member of the SLT will inform parents of both parties of our concerns.
- All documentation must be clear and factual. Records of incidents must be kept in the log of behaviour incidents and highlighted to indicate that they are bullying incidents rather than just behaviour ones.
- If necessary and appropriate, the police will be consulted on any matters relating to bullying behaviour or cyber bullying where the laws of harassment or threatening behavior have been breached.

**Lodge Road, West Bromwich, West Midlands, B70 8DX**

Refer to Appendix A – Bullying procedure flow chart

## **REPORTING**

All students will be advised to report all incidents of bullying no matter how minor they may be. Students will also be advised on the methods of reporting this: -

- Tell your form teacher
- Tell your head of department or housemaster
- Tell your Deputy head or Principal, one of the Admin reception staff or another adult member of staff
- Tell your parents/guardian
- If, for any reason, the student is not able to “Tell” any of the above, then they should Tell someone outside the school like Childline: 0800 1111 (24 hours a day) or Kidscape: 020 7730 3300 (Monday to Friday: 10a.m. to 4p.m.);

In the above, “Tell” will mean, speak to the person or write a note for the person. They may even write a note and put it in the suggestion box which is situated in the Reception Office.

Bullying may be deemed to be a safeguarding risk if one or both of the following exist;

- Risk of harm to the child
- Risk of harm to other children

In this case the school safeguarding recording and reporting system should be followed and a request to childrens services should be made if needed.

## **NON SCHOOL BULLYING**

If an incident of bullying is reported involving a bully from outside the school, the School will ensure that one or more of the following actions are done:

- if the bullying is by someone from another school (or any organization) then the head of the other school will be approached to try and resolve the situation;
- if bullying is occurring on public transport, then the transport company will be approached to inform them and ensure that they put measures in to ensure that such incidents do not reoccur;
- the students will be advised alternate means or routes for coming to/going from the School;
- the police may be informed about problems on the local streets, public transport and any other trouble spots with a view to the police providing street supervision;

## **POLICY MONITORING AND EVALUATION**

Logs of behaviour and bullying incidents will be reviewed half-termly by the behaviour officer and the DSL to identify patterns and improve systems.

This policy will be reviewed annually. The views of students, parents and staff will be taken into consideration when reviewing annually to ascertain their views and improve the policy

**Lodge Road, West Bromwich, West Midlands, B70 8DX**

and in particular to identify any: -

- unsafe places;
- trends in bullying which need to be specifically looked at;
- particular forms of sanctions that would prove to be effective.

The review procedure may be carried out more frequently if deemed necessary. The school may also have consultations with other organization with regards to bullying policies.

It should be cross-referenced to the safeguarding and e-safety policies. It is good practice to have senior members of the school council countersigning it after contributing students' views.

### **Support for staff who are bullied**

At BMS we take measures to prevent and tackle bullying among pupils. But it is equally important that the bullying of staff, whether by pupils, parents or colleagues, is unacceptable at BMS. If any staff member experiences any such bullying it should be reported to the Principal. If the report is about the Principal then it should be raised with the Chair of Governors. ( DFE: Preventing and tackling bullying: Advice for headteachers, staff and governing bodies 2017)

### **APPENDIX A - Bullying procedure flow chart**

