



Anti-Bullying Policy

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Last reviewed on:	August 2025	
Next review due by:	August 2026	



ISLAMIA PRIMARY SCHOOL

ESTABLISHED 1983

Anti Bullying Policy

Aims and Objectives

Islamia Primary School does not tolerate bullying in any form. The School recognises that bullying amongst any members of the school community is unacceptable. This covers incidents involving pupils, parents and staff – in any combination. It is the aim of this policy to help staff and pupils deal with bullying issues effectively but more importantly to work to prevent bullying taking place. The aim is that children will be happy at school and that an atmosphere be maintained of love, friendship and security. Our mission is to ensure children are in a safe and nurturing environment.

Vision

We believe that all children should be able to grow up in a school free from bullying and abuse. All adults should keep children safe and help them reach their full potential.

Scope

This policy applies to all pupils and staff at the School irrespective of their age and whether or not a pupil is in the care of the School when or if bullying behaviour occurs. While this policy focuses mainly on the bullying of pupils by other pupils, it is recognised that other forms of bullying may occur.

This policy will also apply to bullying behaviour outside of the School of which the School becomes aware.

Publication

This policy is available on the School website and is also available on request in the School office. This policy can be made available in large print or other accessible format if required.

Government Guidance

This policy has been drawn up with assistance from guidance issued by the Department for Education (DfE) and also Kidscape (part of the anti-bullying alliance), Preventing and tackling bullying (DfE-2018) and will be reviewed against any new government guidance issued from time to time. Islamia Primary School is now an accredited member of the anti-bullying alliance (ABA).

Values

- Our values are based on the following beliefs:
- All children have the right to lead their lives free from bullying and abuse.
- All adults have a responsibility to support, nurture and care for children to enable them to reach their full potential.
- All children have the opportunity and confidence to report bullying and abuse.
- Children, confidentiality and trust are at the heart of everything we do.
- The Islamic principle of us all being one body and if one part hurts/aches the rest of the body also hurts/aches.

Definition of Bullying and 'Hurtful Behaviour':

Bullying is behaviour which hurts or causes distress by taking unfair advantage of another person in some way, making him or her feel uncomfortable or threatened. Bullying may be:

- Physical: hitting, kicking, pushing people around, spitting; or taking, damaging or hiding possessions
- Verbal: name-calling, taunting, teasing, insulting or demanding money
- Exclusionary Behaviour: intimidating, isolating or excluding a person from a group
- General Unkindness: spreading rumours or writing unkind notes, mobile phone texts or emails; or Cyberbullying: using the internet, mobile phones, instant messaging, social networking sites (such as Facebook) etc. to deliberately upset someone else.

Bullying may also be:

- Sexual: talking to or touching someone in a sexually inappropriate way
- Sexist: related to a person's gender or gender reassignment
- Racist, or regarding someone's religion, belief or culture
- related to a person's sexual orientation (homophobic)
- related to pregnancy and maternity
- related to a person's home circumstances; or
- related to a person's disability, special educational needs, learning difficulty, health or appearance.

Intention

Not all bullying is deliberate or intended to hurt. The School recognises that there are instances of 'hurtful behaviour' which need to be addressed and taken seriously but which would not necessarily be identified as bullying because there was not the intent to cause harm. By addressing these instances promptly and effectively, the School seeks to avoid the occurrence of bullying.

Responsibility

It is everyone's responsibility to ensure, whatever the circumstances, that no-one becomes a victim of bullying. A person may be vulnerable to bullying because of his / her age, physical appearance, nationality, colour, gender, sexual orientation, religion, culture or disability, or because he / she is new in the School, appears to be uncertain or has no friends. He / she may also become a target because of an irrational decision by a bully.

Legal Aspects

A person who makes a physical or sexual assault on another, or who steals or causes damage to the property of another, commits a criminal offence and also a civil wrong known as a "tort" for which there can be legal consequences outside the School. Bullying behaviour may also be regarded as threatening behaviour or harassment which can be either a criminal offence or a civil wrong. Misuse of electronic communications could also be a criminal offence, for example it is an offence to send an electronic communication (such as a text message or e-mail) to another person with the intent to cause distress or anxiety.

Anti-Bullying Culture Ethos

Our expectation of all members of the School community is that:

- everyone will uphold the School Rules which are printed in the Behaviour Policy
- a pupil or a member of staff who witnesses or hears of an incident of bullying will report it IMMEDIATELY
- a complaint of bullying will always be taken seriously
- no one will tolerate unkind actions or remarks or stand by when someone else is being bullied.

Equal opportunities

In School and in every year group:

- Discriminatory words and behaviour are treated as unacceptable
- Positive attitudes are fostered towards people who are disabled and towards ethnic, religious, cultural and linguistic groups
- within and outside the School; and
- Positive attitudes are fostered towards both sexes.

Staff

Staff have been trained part of the anti-bullying alliance (ABA). Through their training and experience, members of staff are expected to promote an anti-bullying culture by:

- celebrating achievement
- anticipating problems and providing support
- disciplining fairly, consistently and reasonably, taking into account any special educational needs or disabilities of the pupil
- and the needs of vulnerable pupils making opportunities to listen to pupils acting as advocates of pupils.

Pupils

Through our Assemblies and Deen lessons, pupils are informed and taught that bullying will not be tolerated in the School. They are encouraged:

- to celebrate the effort and achievements of others
- to hold and promote positive attitudes
- to feel able to share problems with staff
- to turn to someone they trust, if they have a problem
- not to feel guilty about airing complaints
- to treat meals and playtimes as pleasant social occasions.

ANTI-BULLYING SYSTEMS

Approach

Our systems for detecting and dealing with bullying are designed to operate:

- vertically, through all year groups
- horizontally, within year groups and in the classroom and other activities.

Our anti-bullying systems are implemented and driven in the way described below.

Vigilance

Members of staff are vigilant at all times but particularly:

- before lessons; at salah (prayer) times and during the lunch period, in toilets and the playground
- on school transport.

Meetings

Bullying is regularly discussed in meetings between: Members of the Senior Leadership Team Class Teachers and pupils in their TA's. School staff and the Welfare Officer

The result of these meetings is to feedback information about friendship patterns, particular incidents, any pupil who seems to be isolated, any growing "power base" and any known conflict between a member of staff and a pupil, or between pupils so that strategies can be developed to prevent bullying incidents.

Education

The children are given clear advice at the beginning of every academic year and at the start of each term about who to go to if they are worried about anything. The Class Teacher should ensure that everything possible is done to make new children feel at home. Special care needs to be taken that the child knows exactly what to do, and that he/she feels he can approach the Class Teacher with anything that is worrying him/her.

Measures are also taken throughout each year to educate pupils about bullying. These measures include:

PSHE/SMSC

- National Anti-Bullying week held once a year
- Whole school assemblies and Deen lessons where anti- bullying messages are given
- The incorporation of 'value of the month' as part of the curriculum
- Peer mentoring and the buddy system (for late admissions)

Staff training

Staff have attended workshops run by Kidscape training. Appropriate training in all aspects of care is arranged to ensure Class Teachers and other staff have the necessary professional skills, especially:

- awareness of the risk and indications of child abuse and bullying, and how to deal with cases
- counselling skills (including bereavement)

ensuring that:

- there is an adequate presence of staff
- staff are actively involved with pupils when they are on duty
- measures are taken to avoid boredom and lack of purpose among pupils

- there is space available for pupils' quiet withdrawal
- there is no crowding in the (masjid) prayer area
- good behaviour and discipline is maintained.

Pupils' responsibilities

We emphasise with the oldest pupils the role which is expected of them in setting a good example and being helpful to younger pupils and each other.

Record keeping and monitoring

The class teachers maintain records of the welfare and development of individual pupils. In addition, every complaint or report of bullying must be entered into Incident folder. The SLT keep Incident folders up-to-date.

The Headteacher monitors all Incident Books at the end of each half term in order to enable patterns to be identified, both in relation to individual pupils and across the school as a whole and to evaluate the effectiveness of the School's approach. There will be a full review of the policy every two years.

WHY INCIDENTS MIGHT NOT BE REPORTED

Victim

There are many reasons why a pupil who has suffered bullying may be reluctant to report it. He / she may become demoralised and may say, for example:

- it is telling tales. They won't believe me because the person I am complaining about is popular and I am not, and I will become even more unpopular
- the things they are saying and doing are too embarrassing to discuss with an adult
- it is all my fault anyway for being overweight / too studious etc
- there are too many of them; there is nothing the staff can do
- it will get back to my parents and they will think less of me
- I will just try and toughen up and grow a thicker skin
- I will lie low and not audition for a part in the school play etc.

Witnesses

There are also reasons why a pupil who has witnessed or learned of bullying behaviour may not want to make a report. He / she may say:

- it is "snitching" and I will become unpopular
- it is not my concern anyway
- I don't like the victim and I would find it embarrassing to be associated with him / her.

Culture

Any of these responses would be contrary to our culture at the School. When we drive and implement this policy we encourage every pupil to understand that:

- every complaint of bullying will be taken seriously
- members of staff will deal with a complaint correctly and effectively in accordance with their experience and the training they have received
- there is a solution to nearly every problem of bullying
- a pupil who complains will receive support and advice and in many cases the problem can be dealt with on a no-names basis
- the primary aim will be for the bullying to cease, not the punishment of the bully unless this is necessary.

PROCEDURES

Guidelines

The aim is that children will be happy at school and that an atmosphere be maintained of Islamic values, love, friendship and security.

The following procedures are a guideline except where expressed in the terms "should" or "must". The best guide is the experience and training of the staff.

REPORTING BULLYING COMPLAINTS

Pupils

A pupil who is being bullied, or who is worried about another pupil being bullied, should complain without delay and can do so in several ways. He / she can:

- tell his/her parents, his/her class teacher or any member of staff at the school;
- alternatively contact Childline (0800 1111)

Parents

Parents who are concerned that their child is being bullied should inform their child's Class Teacher or a member of the school's leadership team.

Staff

This policy focuses mainly on the bullying of pupils by pupils although it is recognised that a staff member could be a victim and on occasion may be perceived to be guilty of bullying. Staff members who are concerned about being bullied or harassed should refer to the School's Staff Handbook. Pupils and parents who feel that a member of staff is bullying should report this in accordance with the procedures set out above. Complaints against teachers will be dealt with in accordance with staff disciplinary procedures.

Initial complaint

A person in authority who learns of alleged bullying behaviour should:

- firstly, respond quickly and sensitively by offering advice, support and reassurance to the alleged victim, then
- report the allegation to the Class teacher of the victim and the alleged bully and the Deputy Head as soon as possible.

The SLT must:

- record the complaint in their Incident folder
- contact the Head Teacher to agree on a strategy, and on who will take the lead.

Assessment

The class teacher will normally see the victim and (unless the case is very serious) any witnesses without delay and form an initial view of the allegation. The assessment will consider:

- the nature of the incident(s) - physical? verbal? exclusionary? etc
- is it a "one-off" incident involving an individual or a group?
- is it part of a pattern of behaviour by an individual or a group?
- has physical injury been caused? Who should be informed?
- Head Teacher? Parents? The School's safeguarding officer?
- Social Services? The police?
- can the alleged bully be seen on a no-names basis?
- what is the likely outcome if the complaint proves to be correct?

At this stage, the possible outcomes for an incident which is not too serious include:

- there has been a misunderstanding which can be explained sympathetically to the alleged victim with advice to the alleged bully
- the complaint is justified in whole or in part, and further action will be needed (see Range of Action, below).

Serious incident

If a member of SLT believes that serious bullying behaviour:

- has occurred involving a pupil
- has recurred after warnings have been given to the "bully" he / she must inform the Head Teacher and the School's Designated Lead

The DSL will then:

- Interview the alleged victim, bully and any witnesses separately, in order to establish the facts of the case. He / she may decide to ask the Assistant Head to be present; and send a summary of his / her findings to the Head Teacher.

The Head Teacher and / or a member of SLT will interview the alleged victim and bully separately:

- to confirm the facts of the case, if considered necessary
- to decide on the action to be taken in accordance with the Range of Action set out below.

The Head Teacher will notify the parents of the victim and bully giving them details of the case and the action being taken.

Range of Action

When a complaint is upheld the range of responses will include one or more of the following:

- advice and support for the victim and, where appropriate, establishing a course of action to help the victim, including support from external services where appropriate
- advice and support to the bully in trying to change his / her behaviour. This may include clear instructions and a warning or final warning.
- consideration of the motivation behind the bullying behaviour and whether external services should be used to tackle any
- underlying issues of the bully which contributed to the bullying behaviour. If these considerations lead to any concerns that the bully may be at risk of harm, the School's child protection procedures will be followed
- a supervised meeting between the bully and the victim to discuss their differences and the ways in which they may be able to avoid future conflict
- a disciplinary sanction against the bully, in accordance with the School's behaviour policy.
- In a very serious case or a case of persistent bullying, a pupil may, after a fair hearing, be required to leave the School permanently.
- action to break up a "power base"
- moving either the bully or victim to another class after consultation with the pupil, his / her parents and the relevant staff
- involving social services or the police
- notifying the parents of one or both pupils about the case and the action which has been taken
- such other action as may appear to the Headmistress to be appropriate
- noting the outcome in the relevant Incident Book.

Monitoring

The position should be monitored for as long as necessary thereafter. Action may include:

- sharing information with some or all colleagues and with pupils so that they may be alert to the need to monitor certain pupils closely
- ongoing counselling and support
- vigilance
- mentioning the incident at meetings of staff
- reviewing vulnerable individuals and areas of the School

Formal complaint

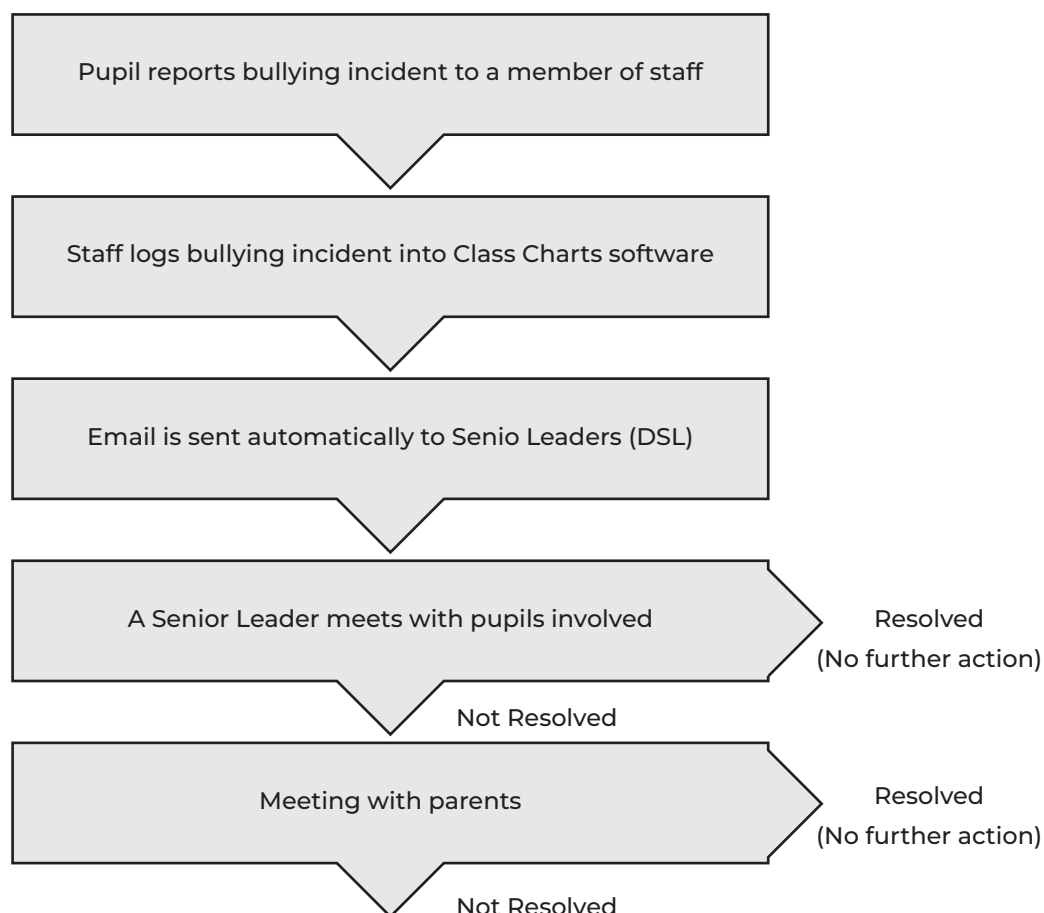
If the victim or his / her parents are not satisfied with the action taken, they should be advised to make a formal complaint, according to the complaints procedure, available on the website.

Review

This Policy will be reviewed every two years by the Head Teacher to assess its effectiveness, and will be updated as necessary. In undertaking the review the Head Teacher will take into account the results of the monitoring as set out above, as well as any changes in legislation and / or statutory guidance and other relevant information gathered.

APPENDIX

APPENDIX 1: PROCEDURE FOR REPORTING BULLYING INCIDENTS



Related documentation	Safeguarding Children including Child Protection Procedures Health & Safety Safer Recruitment Staff Handbook Central Record of Recruitment & Vetting Checks Compliments & Complaints Procedure Data Protection (GDPR) Anti-bullying Staff discipline, conduct and grievance, procedures for addressing Whistleblowing Code of Conduct, including neutral notification form Risk Assessment: Welfare, Health & Safety Safeguarding: Preventing Extremism & Radicalisation We have adopted the current government guidance entitled Keeping Children Safe in Education 2021 (DfE).
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