

# Anti-Bullying Policy

Where education is more than what you know,  
it's who you can become...

Adopted	<b>Hujjat Trust Board</b>
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Owner	<b>David Poole</b>
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**HUJJAT  
PRIMARY  
SCHOOL**

## VISION

Hujjat Primary School will be a happy and inclusive school inspired by Islamic values. A place where children can indulge their curiosity, develop a love for learning and build the foundation to become ethical, responsible and inspirational members of society.

## MISSION

To nurture children within a safe and caring learning environment to realize their full potential academically, physically, spiritually, emotionally and socially. We believe that true education is not just about acquiring skills and achieving standards, but facilitating the well-being and growth of every child's mind, body and spirit in the best possible way.

## VALUES

- Integrity
- Respect
- Compassion
- Excellence

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## INTRODUCTION

Bullying is action taken by one or more children with the deliberate and planned intention of hurting another child, either physically, verbally or emotionally.

## STATEMENT OF INTENT

We are committed to providing a caring, friendly and safe environment for all our pupils so they can learn in a relaxed and secure atmosphere. Bullying of any kind is totally unacceptable at our school. If bullying does occur, all pupils should be able to report the incident and know this will be dealt with promptly and effectively. Our school is a Caring school. In line with the Values of the School which are tolerance, kindness, respect, integrity and resilience there will be zero tolerance of bullying at our school. It is an expectation that anyone who is aware that bullying is happening must tell a member of staff.

## AIMS & OBJECTIVES

Bullying is wrong and damages individual children. We therefore do all we can to prevent it, by developing a school ethos in which bullying is regarded as totally unacceptable. We aim, as a school, to produce a safe and secure environment where all can learn without anxiety. This policy aims to produce a consistent school response to any bullying incidents that may occur. We aim to make all those connected with the school aware of our zero tolerance to bullying, and we make clear each person's responsibilities regarding the eradication of bullying in our school.

## WHAT IS BULLYING?

Bullying is the use of aggression with the intention of hurting another person. Bullying results in pain and distress to the victim. Bullying can be:

- Emotional: being unfriendly, excluding, tormenting (e.g. hiding books, threatening gestures);
- Physical: pushing, kicking, hitting, punching or any use of violence;
- Racist: racial taunts, graffiti, gestures;
- Sexual: unwanted physical contact or sexually abusive comments;
- Homophobic: because of, or focussing on the issue of sexuality;
- Verbal: name-calling, sarcasm, spreading rumours, teasing;
- Cyber: all areas of internet, such as email & internet chat room misuse; mobile threats by text messaging & calls misuse of associated technology, i.e. camera & video facilities

## WHY IS IT IMPORTANT TO RESPOND TO BULLYING?

Bullying hurts. No one deserves to be a victim of bullying. Everybody has the right to be treated with respect and to feel safe. Pupils who are bullying need to learn different ways of

behaving. We also have a duty of care to ensure that the pupils are taught strategies to respond to and deal with 'bullies'.

It is important to be aware of the needs of the 'bully' as well as the 'victim'. The Headteacher should always be informed of any concerns about possible instances of bullying.

## SIGNS & SYMPTOMS

A child may indicate by signs or behaviour that they are being bullied. Adults should be aware of these possible signs and should investigate if a child:

- Is frightened of walking to or from school;
- Doesn't want to go on the school / public bus;
- Begs to be driven to school;
- Changes their usual routine;
- Is unwilling to go to school and becomes school phobic;
- Begins to truant;
- Becomes withdrawn anxious, or lacking in confidence;
- Becomes aggressive, disruptive or unreasonable;
- Starts stammering;
- Attempts to self-harm, threatens suicide or runs away;
- Cries themselves to sleep at night or has nightmares;
- Feels ill in the morning;
- Stops eating;
- Begins to underachieve at school;
- Comes home with clothes torn or books damaged;
- Has possessions which are damaged or " go missing";
- Has unexplained cuts or bruises;
- Becomes aggressive, disruptive or unreasonable;
- Starts to bully other children or siblings;
- Is reluctant to say what's wrong;
- Makes improbable excuses for any of the above;
- Appears afraid to use the internet or mobile phone;
- Is nervous & jumpy when a message is received on the phone or by email.

These signs and behaviours may indicate other issues, but bullying should be considered as a possibility and should be investigated by both the school and the parents/carers.

## PROCEDURES

1. Report bullying incidents to staff;
2. Record the incidents;
3. In serious cases parents/carers should be informed and asked to come into a meeting in order to discuss the issue;
4. If necessary and appropriate, police or social services are consulted;
5. The victim will be given appropriate support on a day to day basis to minimise the affect of being bullied
6. The bullying behaviour or threats of bullying must be investigated and the bullying stopped quickly;
7. The school will endeavour to support the bully (bullies) to modify their behaviour in line with the school's Behaviour Policy.

**Schools have a responsibility to respond promptly and effectively to issues of bullying.**

## ROLES & RESPONSIBILITIES

### **Board of Trustees**

The Board of Trustees supports the Headteacher in all attempts to eliminate bullying from our school. This policy statement makes it very clear that the Board of Trustees does not allow bullying to take place at our school, and that any incidents of bullying that do occur are taken very seriously and dealt with appropriately.

The Board of Trustees monitors the incidents of bullying that occur, and regularly reviews the effectiveness of the school policy. The Board of Trustees require the Headteacher to keep accurate records of all incidents of bullying and to report to them on request, about the effectiveness of the school's anti-bullying strategies and procedures.

The Board of Trustees responds within ten days to any request from a parent/carer to investigate incidents of bullying. In all cases, the Board of Trustees will notify the Headteacher and ask them to investigate the case and to report back to a representative of the Board of Trustees.

It is the responsibility of the Headteacher to implement the school anti-bullying strategy and to ensure that all staff (both teaching and non-teaching) are aware of the school policy and know how to deal with incidents of bullying. The Headteacher reports to the Governing Body about the effectiveness of the anti-bullying policy on request.

### **Headteacher**

The Headteacher ensures that all children understand that bullying is wrong, and that it is totally unacceptable behaviour in this school. The Headteacher draws the attention of children to this fact at suitable moments e.g. in Assembly, if an incident occurs. This allows the headteacher an opportunity to discuss with the school, why this behaviour is deemed bullying, provide strategies for children should this happen to them and to remind the

children of the consequences of this type of behaviour according to the School's Steps for Behaviour. National Anti-Bullying weeks (November each year) provides an opportunity for the school to explore this theme in depth.

The Headteacher must ensure that all staff have read the Policy and receive sufficient training to be equipped to deal with all incidents of bullying. If a child is being bullied over a period of time the Headteacher informs the child's parents/carers. The Headteacher keeps a record of all incidents of bullying.

The Headteacher establishes the school ethos of mutual support and praise for success, with the aim of making bullying less likely. When children feel they are important and belong to a values based, friendly and welcoming school, bullying is far less likely to be part of their behaviour.

### **Teachers and Other Staff**

Staff at our school take all forms of bullying seriously and intervene to prevent incidents from taking place. They keep their own records of any incident that happens in their class. If staff witness an act of bullying, they do all they can to support the child who is being bullied. If staff become aware of any bullying taking place between members of their class, they deal with the issue immediately. This may involve organising support for the child involved, and sanctions for the child who has carried out the bullying. They spend time talking to the child who has bullied; explaining why the action of the child was wrong, and endeavour to help the child change their behaviour in future. If a child is repeatedly involved in bullying other children, we inform the Headteacher and the Inclusion Manager and further support may be necessary. We invite the child's parents into the school to discuss the situation. In more extreme cases, for example where these initial discussions have not been effective, the Headteacher may contact external support agencies such as: social services, educational psychologist, as a fixed-term exclusion may be applied where appropriate.

Teachers attempt to support all children in their class to establish a climate of trust and respect for all. By valuing, praising, rewarding and celebrating the success of all children, we aim to prevent incidents of bullying.

### **Parents and Carers**

Bullying is everyone's problem. Parents and Carers who are concerned that their child might be being bullied, or who suspect that their child may be the perpetrator of bullying, should contact their child's class teacher immediately. They should give as much information as possible. Parents/carers have a responsibility to support the school's anti-bullying policy and to actively encourage their child to be a positive member of the school. We need to uphold the pupils' rights to be protected from being bullied. All staff, pupils and parents should be aware that bullying exists and share a commitment to combat it and to make the school a happier place for everyone. When, after discussion, we confirm a child has been bullying we will contact the parents/carers to discuss the issues.

We will ask parents/carers of the 'bully' to;

- Talk to the child and explain that bullying is wrong and makes others unhappy;
- Talk about whether their actions are in line with the school's and their shared values;
- Show the child how to join in with others without bullying;
- Make an appointment to see the child's teacher as soon as possible, and explain the problem and discuss how the school and the parents together can stop the bullying;

- Talk to the child regularly about how things are going at school;
- Give the child lots of praise and encouragement when they are being kind and considerate to others.

The school will also contact the parents/carers of the child concerned, explaining the situation and what we are doing to resolve it. We will discuss the support and sanctions the school are implementing. We will monitor the bullying child's behaviour and further bullying could result in an exclusion.

Parents and carers who are concerned that their child might be being bullied should contact their child's class teacher/school immediately.

Parents/carers of a bullied child should:

- Talk to the child calmly about it and reassure the child that telling them about it was the right thing to do;
- Make a note of what the child says;
- Explain that the child should report any further incidents to a teacher or other member of staff straight away;
- Make an appointment to see the child's teacher as soon as possible.

### **The Role of the Pupils**

Pupils are taught through the school's values and the curriculum that bullying is unacceptable and taught their rights with regard to keeping themselves safe. They are taught to take regard of their own wellbeing and work towards taking actions that prevent unacceptable emotions or harmful emotions. Pupils are also taught about their responsibilities towards others – that they are responsible for acting in a manner that supports those around them. They are reminded of taking responsibility for all their actions and to consider the consequences of their behaviour, actions and demeanour towards others.

### **Strategies for children to use when bullied:**

*We will tell our children not to suffer in silence. This will be reinforced through general day-to-day teaching and specifically PSHCE lessons.*

During a bullying incident, pupils will be advised to:

- Try to stay calm and keep as confident as they can;
- Remove themselves from the situation as quickly as they can;
- Tell an adult about what has happened as soon as possible.
- After they have been bullied, pupils should:
- Tell a teacher or other adult at school;
- Take a friend with them if they are scared to tell an adult by themselves;
- Tell their family;
- Not blame themselves for what has happened.
- When they talk to an adult about the bullying, pupils should be clear about:
- What has happened to them;
- How often it has happened;
- Who was involved;
- Where it happened;
- Who saw what happened;
- What they have done about it already.



## MONITORING & REVIEW

The Headteacher, who reports to Board of Trustees about the effectiveness of the policy on request, monitors this policy on a day to day basis ensuring that staff follow the guidelines in this policy. The Anti-Bullying Policy is the Board of Trustees' responsibility and they review its effectiveness annually. They do this by examining the school's anti-bullying logbook, and by discussion with the Headteacher. The Board of Trustees analyse the information taking account of types of bullying behaviour, gender, age and ethnicity of all children involved in bullying incidents.