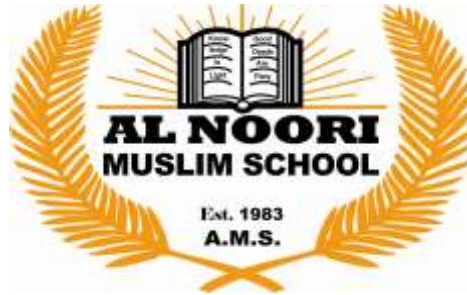


AL NOORI MUSLIM SCHOOL



Guidelines Against Bullying

Policies & Documents

Year 2016

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1 Introduction

Al Noori Muslim School does not tolerate bullying in any form. All members of the School Community are committed to ensuring a safe and caring environment which promotes personal growth and positive self-esteem for all.

The consequences of unacceptable behaviour are clearly stated in the School Discipline Policy.

2 What is bullying?

Bullying is an act of aggression causing embarrassment, pain or discomfort to another:

- It can take a number of forms: physical, verbal, gesture, extortion and exclusion.
- It is an abuse of power.
- It can be planned and organised or it may be unintentional.
- Individuals or groups may be involved.

3 Some examples of bullying include:

- any form of physical violence such as hitting, pushing or spitting on others
- interfering with another's property by stealing, hiding, damaging or destroying it
- using offensive names, teasing or spreading rumours about others or their families
- writing offensive notes or graffiti about others
- making degrading comments about another's culture, religious or social background
- hurtfully excluding others from a group
- ridiculing another's appearance
- forcing others to act against their will.

4 If we are bullied:

- we may feel frightened, unsafe, embarrassed, angry or unfairly treated
- our work, sleep and ability to concentrate may suffer
- our relationships with our family and friends may deteriorate
- we may feel confused and not know what to do about the problem.

5 What do we do to prevent bullying at Al Noori Muslim School?

As a School Community we will not allow cases of bullying to go unreported but will speak up, even at risk to ourselves.

- a) This requires Staff to:
 - i. be role models in word and action at all times
 - ii. be observant of signs of distress or suspected incidents of bullying
 - iii. make efforts to remove occasions for bullying by active patrolling during supervision duty
 - iv. arrive at class on time and move promptly between lessons
 - v. take steps to help victims and remove sources of distress without placing the victim at further risk
 - vi. report suspected incidents to the appropriate staff member such as Class teacher, Co-ordinator/Welfare Co-ordinator and Deputy Principal who will follow the designated procedures.

- b) This requires Students to refuse to be involved in any bullying situation. If you are present when bullying occurs:
 - i. if appropriate, take some form of preventative action;
 - ii. report the incident or suspected incident and help break down the code of secrecy.

If students who are being bullied have the courage to speak out, they may help to reduce pain for themselves and other potential victims.

- c) The School recommends that Parents:
 - i. watch for signs of distress in their children, e.g. unwillingness to attend school, a pattern of headaches, missing equipment, requests for extra money, damaged clothes or bruising;
 - ii. take an active interest in their children's social life and acquaintances;
 - iii. advise their children to tell a staff member about the incident. If possible allow them to report and deal with the problem themselves. They can gain much respect through taking the initiative and dealing with the problem without parental involvement;
 - iv. inform the School if bullying is suspected;
 - v. keep a written record (who, what, when, where, why, how);
 - vi. do not encourage their children to retaliate;
 - vii. communicate to their children that parental involvement, if necessary, will be appropriate for the situation;
 - viii. be willing to attend interviews at the School if their children are involved in any bullying incident;
 - ix. be willing to inform the School of any cases of suspected bullying even if their own children are not directly affected.

When staff, students and parents work together, we help to create an Islamic environment at Al Noori Muslim School.