



2025

THE ANTI-BULLYING AND HARASSMENT POLICY

1. INTRODUCTION

The aim of this Anti-Bullying and Harassment Policy is to ensure that all pupils can learn and grow in a supportive, caring, and safe environment, free from the fear of bullying & harassment. Central Oxford Mosque Society (COMS) recognises that bullying & harassment is anti-social behaviour that can have a lasting negative impact on individuals and the wider community. It affects everyone and is entirely unacceptable.

At COMS, we are committed to fostering a culture of respect, inclusivity, and kindness. Bullying & harassment in any form—whether physical, verbal, emotional, or cyber—will not be tolerated under any circumstances. We believe that addressing all incidents of bullying & harassment swiftly and effectively is essential for creating an environment, where everyone associated with COMS (trustees, staff, volunteers, beneficiaries, pupils), and anyone engaged in activities under the charity's auspices can thrive and make the most of the opportunities provided.

2. DEFINITION

Bullying is defined as deliberate hurtful behaviour, repeated over a period of time, where it is difficult for those being bullied to defend themselves.

The four main types of bullying are:

- I. Physical (hitting, kicking, theft)
- II. Verbal (name calling, racist remarks)
- III. Indirect (spreading rumours, excluding someone from social groups)
- IV. Cyber (misuse of technology, threatening emails, misuse of social media)

Harassment is unwanted conduct related to a protected characteristic (e.g., race, religion, gender, disability) that violates a person's dignity or creates a hostile, degrading, or offensive environment.

Harassment and bullying can occur in person, online, in writing, or via any form of communication or behaviour.

3. OBJECTIVES OF THIS POLICY

All members of Central Oxford Mosque Society (COMS)—including staff, pupils, parents, worshippers, and visitors—should have a clear understanding of what constitutes bullying and harassment. It is equally important that they are familiar with the procedures for reporting and responding to such incidents.

COMS is committed to ensuring that anyone who reports bullying or harassment is treated with respect, taken seriously, and offered appropriate support. Whether the individual is a pupil, parent, staff member, or a member of the wider community attending the mosque, they can be assured that COMS will act promptly and sensitively to address the matter in accordance with this policy.

4. PROCEDURES FOR IMPLEMENTATION OF THE POLICY

4.1 Central Oxford Mosque Society (COMS) - the following steps may be taken when dealing with an incident;

- A. If bullying/harassment is suspected or reported, the member of staff who has been approached will deal the alleged incident immediately.
- B. A clear and precise account of the incident will be recorded. That data will be given to the anti-bullying and harassment committee, afterwards the committee will interview all the relevant persons involved in the alleged incident.
- C. Central Oxford Mosque Society (COMS) will support children/victims who are being bullied/ harassed.
- D. Parents and the relevant persons of the incident will be kept informed.
- E. If necessary and appropriate, police will be consulted.

4.2 Staff have a vital role to play as they are at the forefront of behaviour management and supporting children's sense of well-being in Central Oxford Mosque Society (COMS). We expect staff will:

- A. Provide children and other members, with a framework of behaviour including class rules (for pupil) and other necessary guidelines, which supports the whole Central Oxford Mosque Society (COMS) policies.
- B. Emphasise and behave in a respectful and caring manner to students and colleagues, to set a good tone and help create a positive atmosphere.
- C. Provide children with a good role model in terms of behaviour and attitude.
- D. Raise awareness of bullying and harassment through tutorial work, assemblies, Islamic & Religious studies and other curriculum areas, as well as training programs for the staff members.
- E. Through the head teacher and staff manager, keep the governing body well informed regarding issues concerning behaviour management.
- F. Provide a key staff member who is responsible for the monitoring of the policy.

4.3 Parents/Carers - Central Oxford Mosque Society (COMS) expects parents/carers to cooperate with us by:

- A. Supporting us in meeting our aims.
- B. Feeling confident that everything is being done to make sure their child is happy and safe at Central Oxford Mosque Society (COMS)
- C. Being informed about and fully involved in any aspect of their child's behaviour.
- D. Contacting staff if they have any concerns about bullying & harassment.

4.4 Students/ members/worshippers/staff - at Central Oxford Mosque Society (COMS) all students, members, worshippers, staff are expected to:

- A. Support the Head teacher and staff in the implementation of the policy. This might involve contributing to agreed approaches designed to reduce bullying or better deal with incidents that arise.
- B. Feel confident that everything is being done to make Central Oxford Mosque Society (COMS) a safe and secure environment for them to achieve and learn.
- C. Feel supported in reporting incidents of bullying & harassment.
- D. Contact a trusted member of staff as soon as possible after a bullying/harassment incident takes place and clearly relate what has happened.

5. POLICY FOR WORSHIPPERS AND VISITORS

As a place of worship and spiritual reflection, COMS is committed to ensuring that all individuals—especially worshippers and visitors—are free to enter, pray, and participate

in religious or community activities in peace and security. Bullying or Harassment of any individual attending the mosque, whether verbal, physical, or discriminatory in nature, is strictly prohibited. It is obligatory on all the worshippers, visitors and any person whatsoever, to follow the policy and do not violate it.

Any reports of Bullying and harassment toward worshippers or visitors, or any person, including during prayer times or events, will be:

- Taken seriously and investigated promptly
- Addressed in line with safeguarding protocols
- Referred to external authorities (e.g., police) where necessary

Appropriate signage and behavioural expectations will be visible within mosque premises, and staff/volunteers will be trained to respond to any complaints or observations of inappropriate behaviour.

6. DISCIPLINARY ACTIONS / SANCTIONS

In cases where bullying is substantiated, the following actions may be taken, in line with COMS's disciplinary framework:

- A. Loss of privileges (e.g. time out from activities or missed breaks)
- B. Formal written warnings
- C. Parent-staff meetings
- D. Detentions
- E. Fixed-term exclusion
- F. Permanent exclusion (in severe or repeated cases)

7. PREVENTIVE MEASURES

COMS uses the following strategies to raise awareness and prevent bullying:

- Creating and reinforcing a shared code of conduct
- Signing behaviour contracts
- Reading and discussing stories that promote empathy and highlight the impact of bullying
- Holding regular discussions and themed assemblies
- Implementing peer-support schemes or student mentoring systems

8. MONITORING AND REVIEW

This policy will be reviewed annually or in response to significant incidents or changes in legislation. Its effectiveness will be assessed based on incident reports, feedback from staff and pupils, and overall school climate. Immediate action will be taken to address any identified shortcomings.