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	Prepared By: Mina Shah	Eff. Date: 01.08.2025	Issue: 01	Revision Authority: College Council	Approval Authority: Principal
Title:		The Anti-Bullying Policy of Modernage			

1. Introduction: Modernage, Pakistan is founded on the principle of nurturing happy and productive children. We make all possible efforts to ensure that every student is included in the growth journey of the school.

Our vision is to empower young minds, cultivate excellence, and build individuals who are responsible, confident, and respectful citizens. The mission of Modernage is to provide high-quality, holistic education in a safe, student-centered environment where academic, social, and ethical development go hand in hand.

In line with this, Modernage upholds the belief that no student should suffer bullying or harassment. This Anti-Bullying Policy is therefore a key pillar of our commitment to foster a community where all students feel valued, secure, and are able to reach their full potential.

This Anti-Bullying Policy complements and should be read in conjunction with the Child Protection Policy of Modernage.

2. Scope and Application: This policy is applicable to all students of the school at all times, including but not limited to situations when a student is:

- i. Present within the school premises, including during any period of remote online provision.
- ii. Representing the school in any capacity or while wearing the school uniform.
- iii. Travelling to or from the school.
- iv. Participating in school-organized events, trips, or activities
- v. Associated with the school in any context where their conduct reflects on the institution.
- vi. Under the care of the school, or outside of it, if the school becomes aware of an incident of bullying.

Furthermore, this policy extends to any situation where the failure to apply it may:

- vii. Endanger the health, safety, or well-being of any member of the school community or the wider public.
- viii. Disrupt the orderly functioning and discipline of the school.
- ix. Damage the reputation or standing of the school.

3. Definitions:

- i. **Bullying** is defined as repeated behaviour by an individual or group that intentionally causes physical, emotional, or psychological harm to another person. It can be direct or indirect, overt or covert.
- ii. Forms of bullying include:
 - a. **Physical:** hitting, pushing, damaging property
 - b. **Verbal:** insults, threats, name-calling
 - c. **Social/Relational:** exclusion, spreading rumours
 - d. **Emotional:** intimidation, manipulation, gaslighting
 - e. **Prejudice-based:** targeting race, religion, gender, disability, or orientation

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iii. The terms ‘victim’, ‘perpetrator’, and ‘bystander’ are used to identify roles in bullying incidents.

4. Safeguarding and Child-on-Child Abuse: Bullying is a safeguarding concern when it places a pupil at risk of significant harm. In such cases, the school will act in line with the Child Protection Policy. This includes immediate referral to the Child Protection Officer (designated safeguarding lead), who will determine whether to involve external agencies such as child protection services or police. (**Refer to Child Protection Policy**)

5. Cyber bullying: Cyberbullying refers to any form of bullying that takes place using digital technologies, including mobile phones, social media platforms, gaming sites, emails, and instant messaging. It may include harmful, threatening, humiliating, or abusive messages, sharing of private images or videos without consent, impersonation, exclusion from online groups, or creating harmful digital content to target an individual.

i. **Scope of Cyber bullying:** Cyber bullying can occur both inside and outside school hours. The impact is not limited by time or place, as harmful content shared online can spread widely and remain accessible indefinitely. Therefore, the school recognizes its responsibility to address cyber bullying whenever it affects the welfare, safety, or learning of any pupil, even if the incident originates beyond school premises.

ii. **Responsibilities of Staff and Students:** Teachers and staff will remain vigilant to signs of cyberbullying, provide guidance to pupils on safe online behaviour, and report incidents following the procedures laid down in this policy (refer to Child Protection Policy). Students will be educated on appropriate digital conduct, the risks associated with technology misuse, and their responsibility to use devices respectfully and safely.

iii. **Reporting Cyberbullying:** Any student experiencing or witnessing cyberbullying should report it immediately through one of the following routes:

- a. Directly to the Child Protection Officers (CPOs), the School Counsellor, or their Housemaster.
- b. By sharing concerns with any trusted teacher, who will then escalate the matter as per procedure.
- c. Parents may also report suspected incidents of cyberbullying to the school for immediate action.
- d. All reported incidents will be documented, investigated promptly, and treated with confidentiality.

iv. **Response of School to Cyberbullying:** Upon receiving a report, the school will:

- a. Assess the seriousness of the incident, including the potential risk to the well-being of the student.
- b. Take steps to stop the bullying, including temporary restriction of digital access if required.

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- c. Provide support and counselling to the affected student(s).
- d. Educate or discipline the perpetrator, as appropriate, in line with the Student Behaviour Policy of Modernage.
- e. In severe cases, involve parents, local authorities, or law enforcement agencies.

- v. **Preventive Measures:** The school will:
 - a. Regularly educate pupils about online safety and respectful use of technology through lessons, assemblies, and awareness campaigns.
 - b. Display guidance on cyberbullying and reporting routes across the campuses and online platforms.
 - c. Encourage parents to monitor digital activities of children and collaborate with the school to promote safe online behaviour.

6. Responsibilities: The following roles are responsible for upholding this policy:

- i. **Principal / Head:** Provides leadership, ensures implementation, and accountability.
- ii. **Child Protection Officers (Vice Principals):** First-line recipients of reports, investigators, record keepers.
- iii. **Housemasters:** Oversee boarding, address pastoral concerns, and liaise with CPOs and Counsellor.
- iv. **School Counsellor:** Provides confidential support, counselling, and risk assessment.
- v. **Teachers & Staff:** Stay vigilant, model respectful behaviour, and report concerns.
- vi. **Students:** Speak out, report incidents, and support peers.
- vii. **Parents:** Support anti-bullying values and cooperate with investigations.

7. Reporting Procedure: All members of the school community are encouraged to report bullying without delay. Reports can be made in the following ways:

- i. Directly to the Child Protection Officer (Vice Principal)
- ii. Through the Housemaster (boarding related concerns)
- iii. Through the School Counsellor
- iv. Using the Incident Report Form or anonymous concern box

Moreover, staff, students, or parents raising concerns should follow the same channels of communication and reporting as outlined in the Child Protection Policy.

For detailed steps, staff and students are advised to **refer to APPENDIX 3: CHILD PROTECTION PROCEDURES FLOWCHART in the Child Protection Policy**, which provides the official reporting routes and actions to be taken.

The CPO will acknowledge the report, assess the seriousness, and decide next steps in consultation with the counsellor, housemaster, where safeguarding thresholds are met.

8. Assessment and Response: The CPO will carry out an initial assessment, interview relevant parties, and gather evidence. If safeguarding concerns are identified, procedures outlined in the Child Protection Policy will be followed.

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Responses to bullying may include counselling, mediation, parental involvement, disciplinary action, or referral to external agencies depending on severity. Follow-up monitoring will ensure the incident does not recur.

9. **Training and Awareness:** All staff will receive regular training on child protection and anti-bullying practices. Pupils will be made aware of their rights and safe reporting channels through lessons, assemblies, and guidance sessions. Parents will be engaged through meetings and resources that explain how to recognize and respond to bullying.
10. **Record Keeping:** All reports of bullying will be recorded by the CPO in a central log. Records will include dates, details of incidents, actions taken, and outcomes. Records are confidential and kept separate from pupil files. Data protection rules apply. (Refer to Child Protection Policy)

All bullying-related incidents will be recorded formally for monitoring and follow-up. The school will use the same reporting framework as outlined in the **Child Protection Policy** to ensure consistency. Staff should therefore complete and submit the Child Protection Report Form (**APPENDIX 5 of the Child Protection Policy**) for all confirmed or suspected cases of bullying. These records will remain confidential, securely stored, and accessible only to the designated Child Protection Officers.