



# Boolaroo Public School

## Anti-Bullying Procedures Implementing Department of Education Policy

REVISED 2017

### POLICY STATEMENT:

Boolaroo Public School (BPS) is committed to providing a safe, supportive and respectful learning and working environment, which promotes respect for others and does not tolerate any form of bullying. We foster positive relationships through strong welfare programs. As part of our School Discipline and Student Wellbeing Procedures, our Anti-Bullying Procedure aim to prevent and effectively deal with incidences of bullying through the provision of positive prevention strategies, support for reporting and managing all forms of interactions that are not acceptable in the school environment. Teachers, staff, students, parents, carers and members of the wider community have a responsibility to work together to address bullying.

### DEFINITION:

Bullying at school is a serious matter. It is a complex issue involving repeated incidents where a person is hurt physically or emotionally by another person or by a group of people. Bullying involves the abuse of power in relationships. The assaults may be verbal, physical, social or psychological and may have long term effects.

Bullying is difficult to detect as it usually happens out of sight and away from adults. Technology, including the internet and mobile phones, can also be used as instruments for bullying

- **Verbal** – including name calling, teasing, taunting, abuse, swearing, insults, using put-downs, sarcasm/ridiculing (making fun of) and threats
- **Physical** – including hitting/punching, kicking, pushing/shoving, scratching, tripping, spitting, throwing objects, intimidation (making someone do something they don't want to do), and taking, hiding or damaging something that belongs to someone else
- **Social** – including ignoring, excluding others, alienating, put-downs and using inappropriate/threatening looks and gestures
- **Cyberbullying** – including verbal, social and psychological bullying through the use of technology (such as emails, blogs, websites, online gaming) for example, sending abusive texts or emails, taking and sharing unflattering images, posting unkind messages, assuming the identity of the victim online

Parents are usually the first to identify that a problem exists

**Conflicts or fights between equals or single incidents are not defined as bullying.**

## **STATEMENT OF PURPOSE:**

Students, staff, parents, caregivers and members of the wider community have a shared responsibility to:

- Promote positive relationships that respect and accept individual differences and diversity
- Actively work together to resolve incidents of bullying behaviours when they occur
- Each group within the school community has a specific role in preventing and dealing with bullying

### **The school has a responsibility to:**

- Create an atmosphere where students care for, and are interested in, each other and emphasise that bullying and/or harassment will not be tolerated
- Develop an anti-bullying policy that clearly identifies both the behaviours that are unacceptable and the strategies for dealing with bullying in the classroom and playground
- Inform students, parents, carers and the community about the school discipline policy and the anti-bullying policy
- Provide students with strategies to respond positively to incidents of bullying behaviour, including responsibilities as bystanders or observers
- Provide parents, carers and students with clear information on strategies that promote appropriate behaviour, and the consequences for inappropriate behaviour
- Follow up complaints of bullying, harassment and intimidation

### **Staff have a responsibility to:**

- Model and promote appropriate behaviour
- Respond in an appropriate and timely manner to incidents of bullying according to the school Anti-Bullying and Student Wellbeing Procedures
- Have knowledge of school procedures and Departmental policies relating to bullying behaviour
- Respect and support students, creating a culture where it is acceptable and encouraged to report incidents
- Ensure adequate supervision of students at all times
- Implement effective school programs which teach students skills and strategies to understand and deal with bullying
- In line with the school wellbeing program, systems for acknowledging and rewarding positive behaviour are maintained, ensure teaching programs include lessons which address school behaviour expectations

**All staff have a "Duty of Care" responsibility to all students at all times.**

### **Students have a responsibility to:**

- Behave appropriately, respecting individual differences and diversity
- Follow the school rules
- Be assertive and use the 'High 5 Strategies'
- Be an "upstander" (not bystander) and tell an adult if they are being bullied or they know of someone else who is being bullied, both at school and on the way to and from school
- Behave as responsible digital citizens and report cyberbullying

### **Parents and carers have a responsibility to:**

- Be aware of, and support, the school's Anti-Bullying Procedures
- Watch for signs their child may be being bullied
- Assist their children in developing effective responses to incidents of bullying consistent with the school Anti-Bullying and Student Wellbeing Procedures
- Support their children to deal effectively with bullying through the strategies of the Anti-Bullying and Student Wellbeing Procedures
- Not approach children, or parents, directly to express their concerns
- Notify the school and work collaboratively to resolve incidents of bullying

- Support their children to become responsible citizens and to develop responsible on-line behaviour and model appropriate on-line behaviour

#### **MANAGING BULLYING:**

- Professional learning focussing on behaviours that are unacceptable and how to deal with bullying
- Staff, students and parents are informed of the definition of bullying and how to identify unacceptable, bullying behaviour with access to the school's Anti-Bullying Procedures
- Regularly monitor playground and classroom behaviour records to identify possible bullying incidents and patterns of offence

#### **STRATEGIES TO DEAL WITH BULLYING BEHAVIOURS:**

- Explicitly teach an understanding of what bullying is and how to identify it
- Teach the High Five Bullying Strategy to build social skills and resilience
- Explicitly teach social skills such as resilience, getting along, empathy and kindness using resources including PaL lessons, Kids Matter, You Can Do It!, "Have You Filled a Bucket?", Child Protection Program, and PDHPE personal development units
- Report incidents to a teacher as soon as possible
- Address incidents of bullying quickly and effectively, on notification, using the school's Discipline and Wellbeing Procedures
- Establish and maintain supportive and protective student wellbeing programs including 'Better Buddies', 'Buddy Program', school Student Leadership Program, 'Friendly Kids, Friendly Classrooms', participation in Harmony Day and Anti- Bullying – "Bullying No Way" – Day
- Involve school counsellor via learning support team referral where appropriate
- Communicating the school Anti-Bullying Plan to the school community
- Review and improve use of playground and activities regularly
- Encourage Student Executive input on bullying issues
- Do not respond to bullying by reciprocating/mimicking bullying behaviours

#### **PROCEDURES FOR REPORTING BULLYING**

- Students and parents are encouraged to report incidents of bullying to a teacher immediately
- All bullying incidents reported are taken seriously and investigated as soon as possible after notification
- On discovery of incidents of bullying, staff will contact parents of the student being bullied and the student/s doing the bullying. All staff will be informed and strategies to support and monitor the students will be put in place
- Staff, parents and carers work together on reported incidents.
- In the case of cyberbullying, police may need to be contacted

#### **Serious incidents involving assault, threats, intimidation or harassment –**

- Disciplinary action will be taken, in line with the school Discipline Procedures
- May be reported to the School Safety and Response Unit by the school
- May be reported to the police by the Principal where necessary

#### **MONITORING AND EVALUATING**

- Review the policy regularly to ensure everyone is aware of and committed to the policy and that it reflects the current needs and practices of the school
- Collect and analyse data on the nature and extent of bullying and harassment in the school, eg surveys, classroom and playground records, suspension data, etc. This will assist in the assessment of the effectiveness of the policy to address issues of bullying and harassment and in the promotion of a safe and secure environment
- Revise the policy, if necessary, after a review

## RESOURCES

- Student Welfare Policy (NSW Department of Education and Training, 1996)
- Values in NSW Public Schools
- [www.bullyingnoway.com.au](http://www.bullyingnoway.com.au)
- [www.det.nsw.edu.au/antibullying](http://www.det.nsw.edu.au/antibullying)
- Child Protection Education: Curriculum materials to support teaching and learning in Personal Development, Health and Physical Education (1997-1998).
- Strategies for Safer Schools
- [Responding to Suggestions, Complaints and Allegations](#) (PD/2002/0051/V001)
- Revised Resources for Teaching Against Violence (NSW Department of Education and Training, 1995)
- Anti-bullying: Best Practice in Schools (NSW Department of Education and Training, 2010)
- The Playground: Best Practice in Primary Schools (NSW Department of Education and Training, 1999)
- Countering Discrimination: Support materials for Schools (NSW Department of Education and Training, 2000)
- A Fair Go for All (NSW Department of Education and Training, 1996)
- Strategies for Safer Schools (NSW Department of Education and Training, 1995-1996)
- Code of Conduct (2015)

## Is it Bullying?

When someone says or does something **unintentionally** hurtful and they do it once, that's

**RUDE**

When someone says or does something **intentionally** hurtful and they do it once, that's

**MEAN**

When someone says or does something **intentionally** hurtful and they **keep doing it** even when you tell them to stop or show them you are upset - that's

**BULLYING**

