Anti-bullying Plan

School Name: Clunes Public School

Bullying:
Preventing and Responding to Student Bullying in Schools Policy (2011)

The NSW Department of Education and Communities rejects all forms of bullying. No student, employee, parent, caregiver or community member should experience bullying within the learning or working environments of the Department.

Bullying

Bullying is repeated verbal, physical, social or psychological behaviour that is harmful and involves the misuse of power by an individual or group towards one or more persons. Cyber bullying refers to bullying through information and communication technologies.

Bullying can involve humiliation, domination, intimidation, victimisation and all forms of harassment including that based on sex, race, disability, homosexuality or transgender. Bullying of any form or for any reason can have long term effects on those involved including bystanders.

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

Bullying behaviour can be:

- **verbal** eg name calling, teasing, abuse, putdowns, sarcasm, insults, threats
- **physical** eg hitting, punching, kicking, scratching, tripping, spitting
- **social** eg ignoring, excluding, ostracising, alienating, making inappropriate gestures
- **psychological** eg spreading rumours, dirty looks, hiding or damaging possessions, malicious SMS and email messages, inappropriate use of camera phones.

The term "bullying" has a specific meaning. The school's Anti-bullying Plan sets out **the processes for preventing and responding to student bullying**. The school has a range of policies and practices, including welfare and discipline policies that apply to student behaviour generally.

Schools exist in a society where incidents of bullying behaviour may occur. Preventing and responding to bullying behaviour in learning and working environments is a shared responsibility of all departmental staff, students, parents, caregivers and members of the wider school community.

School staff have a responsibility to:

- respect and support students
- model and promote appropriate behaviour
- have knowledge of school and departmental policies relating to bullying behaviour
- respond in a timely manner to incidents of bullying according to the school's Anti-bullying Plan.

In addition, teachers have a responsibility to:

- provide curriculum and pedagogy that supports students to develop an understanding of bullying and its impact on individuals and the broader community.

Students have a responsibility to:

- behave appropriately, respecting individual differences and diversity
- behave as responsible digital citizens
- follow the school Anti-bullying Plan
- behave as responsible bystanders
- report incidents of bullying according to their school Anti-bullying Plan.

Parents and caregivers have a responsibility to:

- support their children to become responsible citizens and to develop responsible online behaviour
- be aware of the school Anti-bullying Plan and assist their children in understanding bullying behaviour
- support their children in developing positive responses to incidents of bullying consistent with the school Anti-bullying Plan
- report incidents of school related bullying behaviour to the school
- work collaboratively with the school to resolve incidents of bullying when they occur.

All members of the school community have a responsibility to:

- model and promote positive relationships that respect and accept individual differences and diversity within the school community
- support the school's Anti-bullying Plan through words and actions
- work collaboratively with the school to resolve incidents of bullying when they occur.

Our School Anti-Bullying Plan

This plan outlines the processes for preventing and responding to student bullying in our school and reflects the *Bullying: Preventing and Responding to Student Bullying in Schools Policy* of the New South Wales Department of Education and Communities.

Clunes Public school is an inclusive environment, where diversity is affirmed and individual differences are respected. Quality education is provided for students to meet their learning needs in a secure, ordered and supportive school environment. Partnership with students, parents, staff and the wider community is considered central to the success of addressing bullying when it occurs in our school community.

- This plan will be reviewed annually

Statement of purpose

Bullying must be taken seriously and is not acceptable in any form.
Students and staff have the right to expect that they will spend the school day free from the fear of bullying, harassment and intimidation.
Any inappropriate behavior that gets in the way of teaching and learning at the school and interferes with the wellbeing of students and staff cannot be accepted.
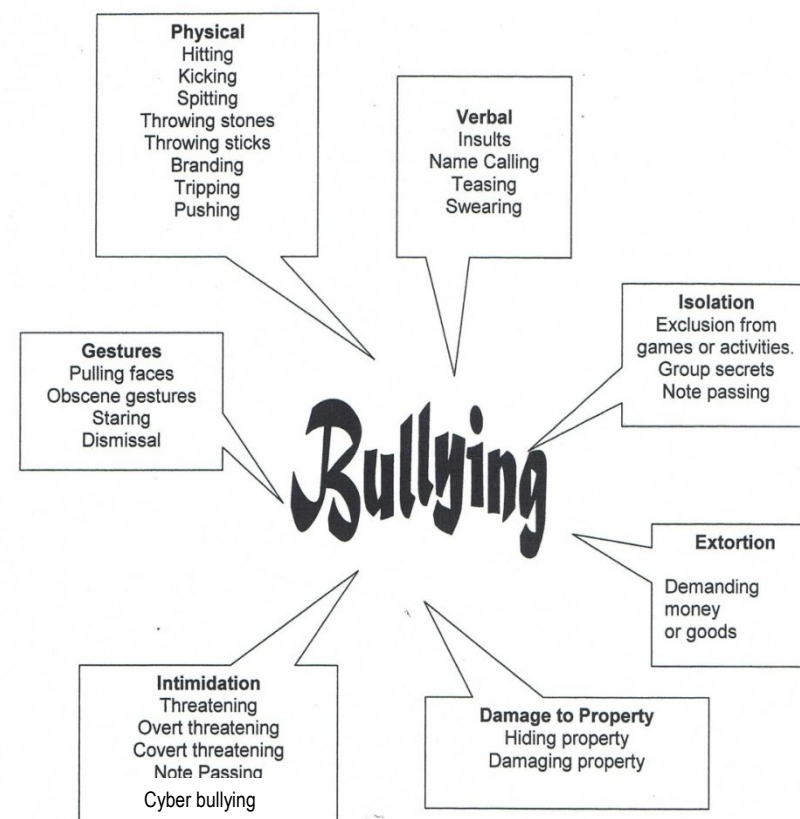
Protection

Bullying is repeated verbal, physical, social, or psychological behaviour that is harmful and involves the misuse of power by an individual or group towards one or more persons. Cyber bullying refers to bullying through information and communications technologies.

Bullying can involve humiliation, dominations, intimidation, victimisation, and all forms of harassment including that based on sex, race, disability, homosexuality or transgender. Bullying of any form or for any reason can have long-term effects on those involved including bystanders.

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

Types of Bullying:

There are many forms of bullying but those listed below are identified as the most common.

Physical
Hitting
Kicking
Spitting
Throwing stones
Throwing sticks
Branding
Tripping
Pushing

Verbal
Insults
Name Calling
Teasing
Swearing

Isolation
Exclusion from games or activities.
Group secrets
Note passing

Gestures
Pulling faces
Obscene gestures
Staring
Dismissal

Extortion
Demanding money or goods

Intimidation
Threatening
Overt threatening
Covert threatening
Note Passing
Cyber bullying

Damage to Property
Hiding property
Damaging property

Bullying

Schools exist in a society where incidents of bullying behaviour may occur. Preventing and responding to bullying behaviour in learning and working environments is a shared responsibility of all departmental staff, students, parents, caregivers and members of the wider school community.

All members of the school community contribute to the prevention of bullying by modelling and promoting appropriate behaviour and respectful relationships.

The Complaints Handling Policy establishes the standard approach to resolving complaints, including complaints about the way a reported incident of bullying has been managed and it is required that it be used in all learning and working environments of the Department of Education and Community.

For matters involving bullying which affect departmental employees, refer to the department's Prevention of Bullying in the Workplace Policy(intranet only).

Responsibilities and delegations

Principals

- Principals must ensure that the school implements an Anti-bullying Plan that:
- Is developed collaboratively with students, school staff, parents, caregivers and the community
- Includes procedures consistent with DN 10/00225 – Reporting incidents involving assaults, threats, intimidation or harassment and the Incident Reporting Policy
- Includes procedures for contacting the child wellbeing unit where appropriate
- Includes contact information for the police youth liaison officer (YLO) and school liaison police officer (SLP) where appropriate
- Includes contact information for appropriate support services such as Kids Helpline
- Includes information on departmental appeal procedures and the Complaints Handling Policy is promoted and widely available within the school community and published on any school website
- Is reviewed with the school community at least every three years

School Staff

School staff has a responsibility to:
- Respect and support students
- Model and promote appropriate behaviour
- Have a knowledge of school and departmental policies relating to bullying behaviour
  - Respond in a timely manner to incidents of bullying according to the school's Anti-bullying Plan.
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In addition, teachers have a responsibility to:

- Provide curriculum and pedagogy that supports students to develop an understanding of bullying and its impact on individuals and the broader community.

Students

Students have a responsibility to:
- Behave appropriately, respecting individual differences and diversity
- Behave as responsible digital citizens
- Follow the school Anti-bullying Plan
- Behave as responsible bystanders
- Report incidents of bullying according to their school Anti-bullying Plan.

Parents and Caregivers

Parents and caregivers have a responsibility to:
- Support their children to become responsible citizens and to develop responsible on-line behaviour
- Be aware of the school Anti-bullying Plan and assist their children in understanding bullying behaviour
- Support their children in developing positive responses to incidents of bullying consistent with the school Anti-bullying Plan
- Report incidents of school related bullying behaviour to the school
- Work collaboratively with the school to resolve incidents of bullying when they occur.

Implementation Strategies

- Parents, teachers, students and the community will be aware of the school's position on bullying.
- The school will adopt a four-phase approach to bullying.

Phase 1:

- Professional Development for staff relating to bullying, harassment and proven counter measures.
- Community awareness and input relating to bullying, its characteristics and the school's programs and response.
- To provide programs that promote resilience, life and social skills, assertiveness, conflict resolution and problem solving .
- Clarify at the start of each year the school's policy on anti-bullying.Inc

Phase 2:
- Promote the reporting of bullying incidents by children and/or staff, involving themselves or others.
- Classroom teachers and principal regularly remind students and staff to report incidents of bullying.
- Encourage parents to contact the school if they become aware of a problem.
- Recognise and reward students for positive behaviour and resolution of problems.

Phase 3
- Once identified, each bully, victim and witness will be spoken with, and all incidents or allegations of bullying will be fully investigated and documented.
- Students and staff, identified by others, will be informed of allegations.
- Both bullies and victims will be offered counselling and support.
- If student bullying persists, parents will be contacted and consequences implemented, consistent with the school's Student Code of Conduct.
- If staff bullying persists, the principal will commence formal disciplinary action.

Phase 4
- Consequences for students will be individually based and may involve:
  - exclusion from class
  - exclusion from playground
  - withdrawal of privileges
  - ongoing counselling from appropriate agency for both victim and bully.
  - school suspension
- Incidents related to bullying will be recorded. Actions taken to address the incidents will be noted.
- A review of the bullying incidents will occur at the end of each semester in order to identify if additional resources or support are needed. This will encourage students to reflect and think about other strategies they can use
- Incidents related to bullying will be recorded. Actions taken to address the incident will be noted
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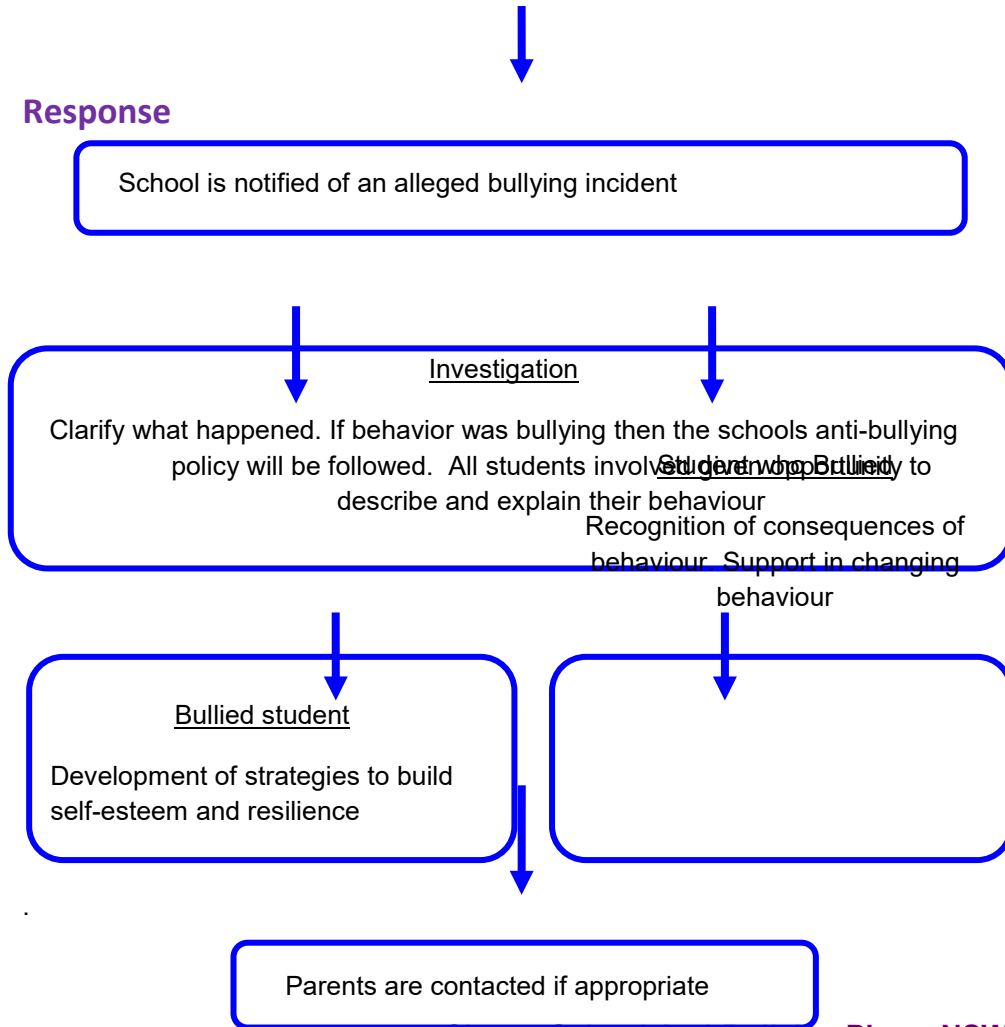
Prevention

Strategies to reinforce positive behavior include:
- Regular daily positive reinforcement in classrooms, playground and assemblies. These are encouraging words, actions or emotions that follow a particular behavior of a child. This will therefore cause the child to want to repeat the behavior being reinforced. Always acknowledge positive behavior rather than negative.
- Creative positive environments.
- School Values and Expectation explicit teaching program.
- Classroom based positive development programmes
- Drug education programme
- Active learning support team
- Whole school anti-bullying programme incl. Cyber bullying (You Can Do It)
- Life Education programme
- Child protection programme
- Buddy/peer support programme
- Developing positive student leadership roles

- Programmes for Gifted and Talented students (Bright Sparks, EGATS)
- Sentral recording and monitoring of positive and negative behavior.

Response

School is notified of an alleged bullying incident

Investigation

Clarify what happened. If behavior was bullying then the schools anti-bullying policy will be followed. All students involved given opportunity to describe and explain their behaviour

Student who Bullied

Recognition of consequences of behaviour. Support in changing behaviour

Bullied student

Development of strategies to build self-esteem and resilience

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Parents are contacted if appropriate

On-going monitoring

Processes for dealing with Bullying will include

- Discuss with staff
- Monitor procedures
- School counselor as appropriate
- Parents notified
- Positive behaviours will be role modelled/reinforced

Strategies and programs to support any student who has been affected by, engaged in or witnessed bullying behavior include

- PD/Health programmes
- Outside agency support
- School counselor

Monitoring, evaluation and reporting requirements

Principals are responsible for:
- Implementing the policy within the school through staff and P & C meetings
- The school's Anti-bullying Plan being published on the schools website.
- Reporting annually to their school community on the effectiveness of the school's Anti-bullying Plan

Strategies for explicit teaching of dealing with Bullying Behaviour.

Victims

- Try to stand up for yourself in a positive way. Say "Stop, I don't like it!"
- Try to talk with the person I am having a problem with.
- Try making a deal or agreement with the other person.
- Ignore the situation and keep playing or working.
- Talk to a friend to get some ideas to make a decision.
- Get help from someone in my support group: family, teacher, school support team, school counsellor.
- Walk away and ignore the bully and places where the bullying occurs.

Bystanders

Students should be made aware that witnesses to bullying have a very powerful role to play. Early intervention can defuse conflict situations before bullying sets in or gets out of hand. Therefore the following suggestions have been made:

- Let the person doing the bullying know that what they are doing is bullying
- Refuse to join in with their bullying and walk away
- Support the student who is being bullied
- Ask a teacher or support person for help
- Support his/her friends and protect them from bullying by being there for them

Parents and Caregivers

Parents and caregivers have an important role when dealing with bullying. There are things you can do if you think your child is bullying others or being bullied?

- Talk to your child & encourage them to be open
- Talk to your child's class teacher
- Talk to your child's school Principal
- Talk to your child's school's counselor
- Call the Parenting line
- Call the Family Help line
- Please borrow/read "Friendly Families – a parent's guide to dealing with and preventing bullying" available from the library.
- Accessing DEC resources on public website

Additional Information

Police Youth Liaison Officer (YLO) PH 02 66260575

Kids Helpline PH 1800 55 1800

Principal's comment

Ratified by P&C Association on 5 /11/ 2019

Michelle Slee

Principal.

The school team that developed the plan consisted of:

Anna Jenner   Teacher

Kate Hutchinson   Teacher

Jack Priestley   Teacher

Malcolm Sky   Teacher

Colleen Henderson   Teacher

Latest Review and Update October 2019.

Michelle Slee   Principal

Jack Priestley   Teacher

Malcolm Sky   Teacher

Lorraine McKenzie   Teacher

Reviewed and ratified by P & C /Parents November 2019

School contact information

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