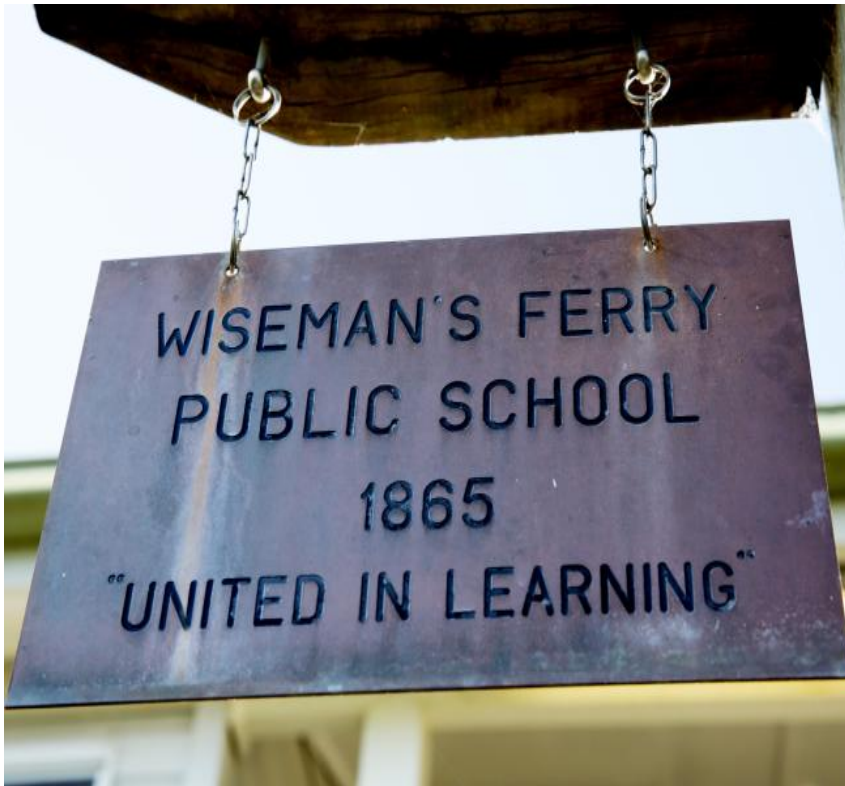


Anti-bullying Plan

Wisemans Ferry 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 taking reasonable steps to prevent and respond 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.

The small schools of the Hawkesbury are inclusive environments, 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.

Statement of purpose

Bullying must be taken seriously and is not acceptable in any form. Students and teachers have the right to expect that they will spend the school day free from bullying, harassment and intimidation. Any inappropriate behaviour that gets in the way of teaching and learning at the school and interferes with the wellbeing of students will not 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. Cyberbullying refers to bullying through information and communications technologies.

Any inappropriate behaviour that gets in the way of teaching and learning at the school and interferes with the well-being of students will not be accepted.

Wisemans Ferry Public School and its community do not accept or condone bullying behaviour in any form. When the school does become aware of such behaviours, action will be taken in line with the DoE and school Anti-Bullying policies, and the policy for Good Discipline and Effective Learning.

Students, their parents and caregivers are encouraged to be proactive in dealing with bullying so that appropriate support can be provided to those students involved in any incident.

Our school has developed a range of strategies to assist students in understanding what is required of them to be respectful, cooperative, kind and resilient. Teachers maintain systems for rewarding and praising positive behaviour. Teaching programs include lessons which address behaviour expectations for both inside and outside the classroom. Quality student behaviour is recognised through merit awards at fortnightly assemblies and published in the school newsletter.

Some examples of bullying might include repeated examples of:

VERBAL	PHYSICAL	SOCIAL	PSYCHOLOGICAL
* name calling	* hitting	* rude gestures	* spreading rumours
* teasing	* punching	* ignoring	* malicious SMS
* threats	* tripping	* excluding	* malicious email
* insults	* kicking		* dirty looks

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. Reasonable disciplinary action conducted in a reasonable manner does not constitute bullying.

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

Responsibilities and delegations

Principals

* Principals will ordinarily take reasonable steps to see that the school implements an Anti-bullying Plan that includes:

- procedures consistent with DN 10/00225 - reporting incidents involving assaults, threats, intimidation, or harassment and the Incident Reporting Policy
- procedures for contacting the Child Wellbeing Unit where appropriate
- contact information for the police youth liaison officer (YLO) and school police liaison officer (SLP) where appropriate
- information for appropriate support services such as Kids Helpline
- a review with the school community every three years

School Staff

School staff have a responsibility to:

- respect and support students
 - model and promote appropriate behaviour
- have a reasonable 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

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

Wisemans Ferry Public School will adopt a four phase approach to bullying.

Phase 1

- * At the beginning of term 1 each year, professional development for staff relating to bullying
- * Community awareness relating to bullying and the school's Anti-bullying Plan through newsletters, the school's website, and the school's Facebook page.

Phase 2

- * Promote the reporting of bullying incidents by children and/or staff, involving them selves 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 bullying problem
- * Recognise and reward students for positive behaviour and resolution of problems.

Phase 3

- * Once identified, within a reasonable timeframe, each bully, victim and witness will usually be spoken with and incidents or allegations of serious bullying will be fully investigated and documented.
- * Students and staff, identified by others, will be informed of allegations within a reasonable timeframe
- * Where practicable, both bullies and victims will be offered counselling and support
- * If student bullying persists, parents will be contacted and consequences implemented, consistent with the 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:

- warning
- exclusion from class
- exclusion from playground
- withdrawal of privileges
- individual behaviour program
- ongoing counselling from appropriate agency for both bully and victim
- school suspension/expulsion

Incidents relating to bullying will be recorded. Actions taken to address the incidents will be noted.

A review of bullying incidents will usually occur during weekly staff meetings and at the end of each semester in order to indentify if additional resources or support is needed.

Prevention

Strategies to reinforce positive behaviour could include:

- * regular positive reinforcement in classrooms, playground and assemblies. These are encouraging words, actions or emotions that follow a particular behaviour of a child.
- * create positive environments
- * classroom based positive development programs
- * drug education program
- * active learning and support team
- * whole school anti-bullying program - stage based usually completed in term 1 of each year
- * child protection program
- * Life Education program
- * developing positive student leadership roles
- * gifted and talented programs
- * Learning and Support team



Response

1. School is notified of an alleged serious bullying incident.
2. Investigation
 - Clarify what happened, giving all students involved an opportunity to describe and explain their behaviours
 - School will take reasonable steps to investigate
 - If behaviour was bullying then the school's anti-bullying policy will be followed.
3. - Bullied student - development of strategies to build self-esteem and resilience
 - Student who bullied - recognition of consequences of behaviour, support in changing behaviour.
4. Parents contacted if deemed necessary
5. On-going monitoring

Process for dealing with bullying will include:

- * discuss with staff
 - * monitor procedures
 - * school counsellor as appropriate
 - * parents notified
- positive behaviours role modeled and reinforced

Strategies and programs to support any student who has been affected by or engaged in bullying behaviour could include:

- * PD/Health programs
- * outside agency support
- * school counsellor

Principal's comment

This anti-bullying plan has been developed in consultation with staff and community members of Wisemans Ferry Public School. This plan is underpinned by the school's anti-bullying policy.

What should I Do If Someone Is Annoying Me?

1. Ignore them
2. Say " Please stop. I don't like it when you ..."
3. Say 'Please stop or I will tell the teacher.'
4. You go and tell the teacher.



I need to report someone.

How can I help you?



BULLYING ~ NO WAY!

Bullying: *is intentional and repeated behaviour by a student or students towards another person. This causes distress, hurt and pressure. Bullying involves the use of power by one student over another.*

What to do if I am being bullied

- Tell the person you do not like what they are doing to you
- Do not retaliate - Try to stay calm
- Tell the teacher and your parents straight away

What to do if I see others being bullied

- Tell a teacher what is going on



Wisemans Ferry Public School

BULLYING INCIDENT REPORT

Intervention

(To be completed by initial teacher)

What has happened?

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When and where did it happen?

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Who was involved?

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Were there any witnesses?

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Has it happened before? (Have you had a problem with this student before?) Did you speak to anyone about it?

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(Gather all of the facts - inform the students of what you are going to do after the outcome of your investigation)

Teacher Signature _____ Date _____

Wisemans Ferry Public School

BULLYING INCIDENT REPORT

Student Report

(To be completed by student)

What has happened?

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When and where did it happen?

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Who was involved?

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.....

Were there any witnesses?

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.....

Has it happened before? Did you speak to anyone about it?

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Student Signature _____ Date _____

BULLYING INCIDENT REPORT

Post Intervention by _____ (Anti Bullying Contact Person)

Warning ; Removal to the team leader or principal ; Parental contact ; Negotiated contract ; On-going monitoring ; Timeout from the classroom/ playground ; Mediation sessions; Referral to external agencies ; Class/group changes ; Behaviour guidance programs (e.g. anger management, social skills) ; Detention ; Suspension.

Comments after Anti Bullying Contact Person's investigation

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Action taken

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Tick, date and comment where appropriate.

Parents Notified

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Separate contact made with victim and bully after 2 days

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Separate contact made with victim and bully after 1 week

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Electronic copy stored in Anti Bullying folder in Executive folder.

Anti Bullying Contact Person signature _____ Date _____