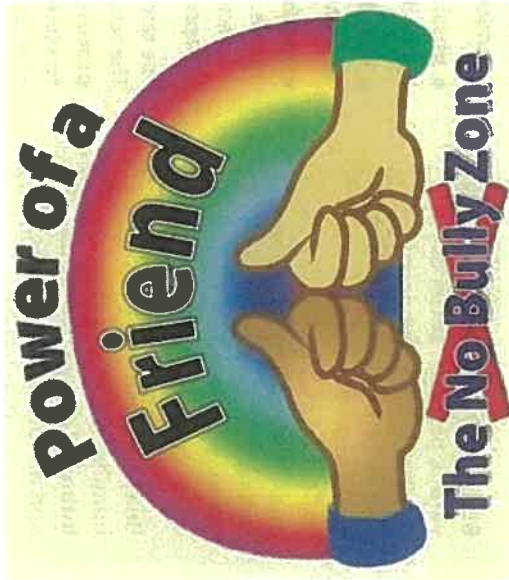
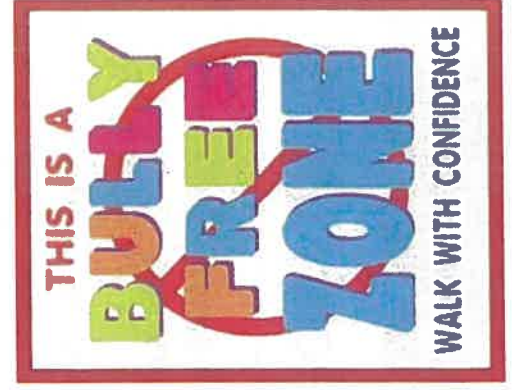




St Georges Basin Public School Anti-Bullying Plan



I won't be bullied
I won't be judged
I won't be silent
I AM NOT ASHAMED
I AM STRONG!
I AM PROUD TO BE ME!





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.

The school's Anti-Bullying plan has been developed through the review of the Positive Behaviour and Discipline Policy. Parents and staff have been surveyed in response to the Positive Behaviour and Discipline Policy and the School Plan 2015 - 2017 and through these the school has developed this Anti-Bullying Plan. The plan was made available in Term 1 2015 for review by parents and staff & still used to date. Parents will have access to Anti-Bullying Plan via the website and a hard copy will be provided to each family. Parents can provide written feedback over a 3 week period on its content either by dropping it off at school or by emailing the principal. Students will also be consulted on the plan through the SRC. Following the consultation period the final plan will be presented at the next P&C meeting after which the plan will be implemented and evaluated on an ongoing basis.

Statement of purpose

St Georges Basin Public School (SGBPS) is committed to providing a safe and caring environment which fosters respect for others and does not tolerate bullying. This plan aims to address all forms of bullying that may occur in the school environment and to provide positive strategies for preventing, reporting and managing all forms of interactions that are not acceptable in the school environment.

At St Georges Basin Public School we will:

- create a culture where bullying is unacceptable and a culture where it is acceptable and encouraged to report incidents of bullying;
- empower students by listening to their experiences and allowing them to feel that they can be in control of what happens to them at school;
- teach the difference between conflict and bullying; and
- provide a safe place for students to learn and play.

Protection

St Georges Basin Public School rejects all forms of bullying. We value respect and show tolerance of others in a safe and supportive environment. We foster positive relationships through our strong welfare programs and policies. Schools exist in a society where incidents of bullying behaviour occur. Preventing and responding to bullying behaviour in learning and working environments is a shared responsibility of all Department staff, students, caregivers and members of the wider school community.

What is Conflict?

Conflict is a disagreement or a difference of opinion or interests between equals. Students involved in a conflict may disagree vehemently and emotions may run high. When conflict is badly managed, it may result in aggression. In a conflict, both parties have power to influence the situation. That is their goal.

Conflict is an important part of growing up but bullying is not. Conflict teaches children how to give and take, how to come to an agreement and how to solve problems.

Conflict may be an inevitable part of group dynamics, but bullying is not. In each, a different response is required.

What is Bullying?

Bullying is deliberate 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 students.

This could be:

- verbal: the child is called names, put down, threatened, humiliated, dominated, intimidated, victimised or harassed based on gender, race, disability etc;
- physical: hitting/punching, pushing/shoving, kicking, throwing objects, belongings are stolen or damaged, spitting, intimidation, making someone do something against their will; (Conflicts or fights between equals or single incidents are not defined as bullying.)
- social: the child is left out, ignored or rumours are spread;

- psychological: the child is stalked or given dirty looks; or
- cyberbullying: sending negative messages about a person or persons via email, phone, social media, internet etc

At St Georges Basin Public School we will:

- Acknowledge our responsibility to protect students from bullies.
- Openly and explicitly discuss bullying and conflict – what it is, how it affects us and what we can do about it as a school, class and as an individual.
- Explicitly teach all children anti-bullying strategies. Provide the opportunity to practise these skills through the development of mandatory classroom-based anti-bullying programs.
- Employ the procedures outlined in this plan and the Positive Behaviour and Discipline Policy to address Classroom and Playground incidents when dealing with persistent bullying behaviour.

Strategies We Will Use to Deal with Bullying

At St Georges Basin Public School we will:

- Openly talk about bullying and conflict - what it is, how it affects us and what we can do about it.
- Teach our students the skills which build their self-esteem and empower them to take the responsibility for themselves and others - and give them the opportunity to practise these skills.

- Respond to substantiated instances of bullying behaviour in accordance with the school's behaviour and welfare policy and all relevant NSW Department of Education and Communities (DEC) policies and procedures.

Responsibilities of Staff

All staff have a responsibility to:

- be aware of the signs of bullying;
- discuss school rules and school values regularly;

- model appropriate behaviours at all times;
- ensure that students are supervised at all times;
- teach students skills and strategies to deal with bullying;
- listen to, reflect on, and if necessary, act upon children's and parents' concerns;
- take ownership as individuals of incidents reported to them and observed incidences of bullying and follow set procedures;
- educate the students exhibiting behaviour identified as bullying and teach them more socially accepted behaviour options;
- implement consequences for bullying in line with this plan and the Positive Behaviour and Discipline Policy;
- report incidences of bullying to the Assistant Principals or Principal consistent with school welfare reporting procedures;
- create a culture where it is acceptable and encouraged to report incidents - ("Awareness breaks the cycle of violence"); and
- inform parents about the school's anti-bullying policy.

Responsibilities of Students

All students have a responsibility to:

- follow the school's ROARS values – Respect – On Task – Active Learner – Responsible – Safe;
- be assertive - Tell the "bully" that they don't like the behaviour, how it makes them feel and that how they must tell a teacher about it if the person continues;
- see a teacher or ask to see an Assistant Principal or the Principal if the perpetrator/s do continue;
- discuss bullying and keep it in perspective;

- "Tell" if they are being bullied or if they see someone else being bullied- both at school or on the way to and from school- ("Awareness breaks the cycle of violence");
- report any cyber-bullying to their teacher, Assistant Principal or Principal (keep any emails and make note of any social media posts);
- ask to see the Assistant Principal or Principal directly to report incidences of bullying if the teacher is busy with other playground issues, or if they would prefer to do so;
- help someone who is being bullied; and
- not bully others and always tell the whole truth (story).

Responsibilities of Parents/Caregivers

All parents/caregivers have a responsibility to:

- encourage positive friendships;
- watch for signs that your child may be being bullied or be engaged in bullying behaviour and discuss it with them;
- discuss bullying and conflict with your child and keep it in perspective;
- encourage your child to follow St Georges Basin Public School's school rules, ROARS values and anti-bullying strategies;
- instruct their children to "tell" if they are bullied ("Awareness breaks the cycle of violence");
- speak with someone on the staff at St Georges Basin Public School if they suspect their child is being bullied; and
- work with the school to address any bullying issues.

Prevention

The school rules are in place to reinforce the values of our society and community. Children who do not conform to these parameters face consequences and if deemed necessary parents will be called and involved in the restorative process. Incidences of bullying can be reported to a staff member by children and their parents. All cases reported will be investigated. We cannot solve a problem if we are not aware of the problem.

What our school does to prevent bullying

- Our school rules prohibit any form of bullying
- Staff are trained in identification and are aware of the signs of bullying and conflict and the school procedures for dealing with it. Programs are developed and modified regularly to ensure that the school maintains a positive climate of respectful relationships where bullying is less likely to occur. Anti-bullying messages are embedded into curriculum in each stage of learning. Early intervention support is a focus
- Students are taught strategies for dealing with bullies and bullying through the implementation of KidsMatter, social skills, personal development lessons, values education and participation in performances that address bullying. At the beginning of each year every class is also engaged in a Positive Relationship unit.
- Lessons are explicitly taught and adapted so that all students can be involved in learning key concepts. Not only do lessons provide students with effective strategies to deal with bullying behaviour, those who may possibly witness bullying behaviour, "bystanders", are educated on what they can do to help possible victims of bullying behaviour
- Parents are informed of the school's Anti-bullying plan and procedures. Clear procedures are in place for reporting to the school, child well-being unit or community services where appropriate
- All members of the St Georges Basin Public School community contribute to preventing bullying by modelling and promoting appropriate behaviour and respectful relationships

- Staff and parents will have opportunities to participate in workshops to support SGBPS whole school approach in dealing with bullying and ensuring that our school is a safe and happy place for our students

Strategies for students on how to deal with bullying behaviours:
if being bullied –

- Use taught strategies (i.e. No ... Go ... Tell – Always)
- Tell someone else at school e.g. teacher, older student
- Inform parents/carers if it continues
- Stay in sight of peers and adults
- Try to stay calm. Practise keeping calm and walking away
- Try to show you are not upset. Practise this
- Look at the person. Try to speak in a strong voice. Say something like “You might think that.” or fogging.
- Use an “I” message. Express your feelings in an assertive way e.g. “I want you to stop” or “Please don’t do that, I don’t like it.”
- Walk away quietly without looking back
- Go to a safe place e.g. with other children; near a teacher
- Talk to someone who can help you. Tell them what has happened, how you feel and what they can do to help. This is not “dobbing”!
- If you witness bullying, it must be reported to a teacher

Most people have experienced some kind of bullying at some time, so do not be ashamed to speak up. It is OK To report it!

In relation to cyber-bullying, students and the community are also educated through newsletter snippets and articles that they can:

- **Guard their contact information i.e.** Only give your mobile phone number, instant messaging name or e-mail address to trusted friends, and keep a note of who you’ve given it to. Consider using caller ID blocking to hide your phone number when making calls. Similarly, don’t leave your name on your voicemail. Don’t give your details to people you don’t know – or don’t want to know!
- **Take a stand against cyber-bullying i.e.** Speak out whenever you see someone being mean to another person online. Most people respond better to criticism from their peers than to disapproval from adults.
- **Social Media i.e.** Students are not members of social media websites as per age regulations. All adults model appropriate social media behaviour.
- At least once a year, the Student Welfare Committee will hold an Anti-bullying information session for parents outlining the school’s Anti-bullying Plan and strategies they can employ to help prevent their child from becoming a possible victim of bullying.

Early Intervention

Those students who are at risk of being ongoing victims of bullying type behaviour, will be encouraged to report directly and immediately to a member or members of staff that they themselves have nominated when they feel either threatened or intimidated. Students will have access to the Games Room at lunchtimes as a safe place and can speak with the teacher in the room.

Some students are identified as being at risk of bullying or developing long-term difficulties with social relationships. Some students are also identified as using bullying behaviour. These are some ways we will deal with this:

- Referral to Learning Support Team
- Using social skills programs
- Using Social stories and role play situations

- Develop a plan of action on how to cope with situations
- Find things the students are good at and celebrate the successes
- Promote leadership within the school amongst the students
- Using Peer Mediation to assist with small problems

Parents will be informed of all arrangements so that they too can reinforce the strategies with their child. These early intervention arrangements for students at risk will be communicated to all teaching staff.

Procedures for Reporting Bullying

- Students are to report all incidents of bullying to a teacher immediately
- Parents with concerns about bullying should contact the school immediately
- All bullying incidents are to be reported, taken seriously and dealt with by teachers, Executive and Principal (depending on the severity). These issues will be dealt with immediately or as soon as practically possible
- Teachers and executive staff will contact the parents of the student being bullied and the student doing the bullying as soon as practically possible when it is discovered. All staff to be informed so they can monitor students in the playground
- In the case of Cyber-bullying, the police may need to be contacted to make a report

Response

Responding to Reported Incidences of Conflict

If conflict and not bullying is clearly substantiated, talk to all children involved about the incident and utilise conflict resolution strategies to assist students in resolving conflicts.

Responding to Reported Incidences of Bullying

Students will know that they can control what happens. They will not retaliate by using bullying and will try not to show fear, as the bully is no longer rewarded and the bullying may stop.

Students will be proactive and need to decide what action to take.

Step 1: Ignore it. Show that it does not upset you. The bully is then not rewarded and the bullying may stop. *If it does not stop:*

Step 2: Talk to the person bullying you. Tell her or him to stop.

If it still does not stop:

Step 3: Talk it over openly with trusted adults (i.e. class teacher or parent). They can help you decide what to do.

If the bullying still does not stop:

Step 4: Talk to the Assistant Principal or Principal. Allow him/her to take the action they see as necessary.

Students who are not being bullied but are aware of others who are, will be encouraged to report it, to protect those that are being bullied and so that the bully can be helped too.

When a bullying incident is notified, observed and found to have occurred, it will be dealt with as soon as possible and we will use the following procedures:

- All students have the right to be heard and listened to
- Class teacher deals with smaller issues in the classroom in line with school Student Welfare Policy, Positive Behaviour and Discipline Policy and class rules

- Teacher on playground duty deals with smaller issues in the playground – if more serious in nature the duty teacher informs the Assistant Principal responsible for the stage who then deals with the bullying
- Students involved will have a discussion with the teacher or Assistant Principal or Principal about the incident – take appropriate action
- If bullying is clearly substantiated, talk to all children involved about the incident and remind the bullies that such behaviour is not acceptable. Discuss how the victim is feeling
- Comfort the victim and empathise with how they are feeling
- Support the victim with strategies he/she can implement
- Warn the person engaging in bullying behaviour of the consequences. Make a professional judgement about the best course of action in line with school policies. Inform parents
- Restorative Justice Sheet to be completed if necessary during the investigation
- Record incident and consequence to alert Executive of the incident
- Victims of bullying – parents will be contacted and victims will have access to Learning and Support Teacher and/or school counsellor support if the need exists or the student so requests it
- Witnesses of bullying – will have access to Learning and Support Teacher and/or school counsellor support if the need exists or the student so requests it
- Monitor the behaviour of the children involved following this discussion of events
- Parents and class teacher work with student to look at underlying problems and seek solutions
- Depending on the nature of the incident, report incident directly to Assistant Principal/Principal who will make professional judgements about the best course of action

- Principal, and Executive staff work with parents and individuals to identify bullying behaviours where necessary
- School Counsellor and Learning Support Team and Department of Education and Communities Student Welfare Officers involved in individual programs if required
- Issues will be resolved in a calm manner with as much time as necessary given to hearing what each student feels and assisting all students to feel more able to cope
- Students with identified bullying behaviour will take responsibility for their actions
- Teachers and their stage supervisors should organise meetings with parents if they're concerned about bullying amongst students
- Principal and Assistant Principals deal with major bullying incidents and may need to implement the DEC Suspension and Expulsion of Student Procedures
- If it is noted that a student is repeatedly perpetrating bullying behaviours, a behaviour management plan will be developed for him/her in consultation with his/her parents to modify behaviour and reduce risk to other students
- Should the bullying be racist in nature, anti-racism procedures will also be employed
- In regards to assaults, threats, intimidation and or harassment, these will be reported to the police by the Principal or Assistant Principals. The school safety and response unit will also be contacted where necessary. The schools handling critical incidences policy will be implemented in such incidences
- If there is a need to contact support agencies, then the principal will contact the Child Well Being Unit. The school counsellor will also research support
- In regards to staff the Complaints Handling Policy will be used and staff can be directed to EAPS

Consequences

Students are aware that if they bully someone, one or more of the following will occur:

- they will talk to teachers or the Principal about their behaviour
- their parents will be informed and may receive a Letter of Concern, Formal Warning letter or a Suspension letter - depending on severity and regularity of bullying incidents
- they may be removed from the classroom/playground
- they may lose privileges, such as participating in special activities, representing the school etc.
- they will need to offer apologies
- they may lose their own time (detention)
- they may be suspended
- they will need to show that they are able to treat others properly before their privileges are restored
- they will be placed on a positive behaviour management program including a restitution plan and a behaviour monitoring card until there is evidence that behaviour has improved and there is no longer any risk to students, staff or community members
- in the case of cyber-bullying initiated through school accounts, the student may have their DET account blocked for a period determined by the Principal - subsequent consequences for this behaviour will be determined in line with the school's behaviour policy.

Cyber-bullying

If students are being harassed online, they are encouraged to take the following actions immediately:

- **Tell an adult you trust.** This can be a teacher, parent, older sibling or grandparent – someone who can help you to do something about it.

- **Leave the area or stop the activity.** People who bully get their kicks from knowing they've upset their target. Don't let them know they've upset you, and you've taken away half their "fun"

- **Block the sender's messages.** If you are being bullied through email or instant messaging, block the sender's messages. Never reply to harassing messages.

- **Keep a record.** Save any harassing messages and record the time and date that you received them.

- **Advise your Service Provider.** Most service providers have appropriate use policies that restrict users from harassing others. They can respond to reports of cyber-bullying over their networks, or help you track down the appropriate service provider to respond to.

- **Report to police.** If the bullying includes physical threats, tell the police. Some people think that they can get away with it because they believe it is anonymous. They are wrong. Most can be traced and it's a criminal offence to use a mobile phone or any form of communication to menace or harass or offend another person.

Evaluating the Plan

The plan and strategies put in place will be evaluated on an ongoing basis and a report will be made at a P&C meeting. The plan will be formally reviewed at least once every three years by:

- noting if there has been a reduction in reported or observed incidences of bullying
- school surveys
- noting if there has been a change in the ethos of our school. ie. A culture within the school which makes it safe to "tell"- without fear of reprisals
- speaking to parents who have reported incidences to find out if the issue has been resolved

Additional Information

Additional information, resources and support relating to effective anti-bullying strategies can be found at-

Bully Busters

<http://www.insideouted.com.au>

Bullying. No way!

www.bullyingnoway.com.au

Kids Help Line

www.kidshelpline.com.au

Reach Out!

www.reachout.com.au

Bullying Among Young Children: A guide for parents by the Australian Attorney General's Department.

To get your copy, call 1800 708 777.

Principal's comment

This plan has been developed with consideration to the school and its context. St Georges Basin Public School is serious about eliminating bullying for the safety, happiness and well-being of all students and staff at our school.

St Georges Basin Public School strives to provide a quality education for all students targeting their educational and social needs in an environment free from violence, harassment and bullying. In response, this plan has been developed in consultation with staff, students and parents of the St Georges Basin Public School community.

We look forward to empowering ourselves and others to better address bullying type behaviours and reduce its otherwise negative impact on victims. Thank you to all who actively contributed to the development of this plan.

The Anti-bullying plan is available on the school's website and the plan will be sent home to parents via hard copy at the beginning of each year. Regular information will also be posted in the school's newsletter.

Committee Members

Kathy Rembisz – Principal

Shannon Chessher – Assistant Principal

Matthew Ferrie – Assistant Principal

Mary Dunnett – Assistant Principal

Jodi Franchi – Class Teacher

St Georges Basin School Community

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