



Anti-bullying Plan

School Name: COMLERoy ROAD 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.

Statement of Purpose

At Comleroy Road Public School we value and show tolerance of others in a safe and supportive environment. We foster positive relationships through our strong student welfare programs. We pride ourselves in promoting and providing a safe, caring, positive school culture where bullying is not accepted and all members of the school community are respected.

Our Anti-Bullying policy aims to effectively deal with and prevent incidences of bullying within the whole school community. Students attend Comleroy Road Public School to participate in quality education that will help them to become self-directed, life-long learners who can create a positive future for themselves and the wider community. 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.

All allegations of bullying are taken seriously and dealt with in an efficient, timely manner. It is the responsibility of the school to ensure the processes outlined in this policy are adhered to.

Students, teachers, parents, caregivers and members of the school community can expect:

- that students will be safe at school, free from bullying, harassment, intimidation and victimization.
- to be involved in the collaborative development of the school Anti – Bullying Plan
- to know what is expected of them and others in relation to the Anti-Bullying Plan
- that all students will be provided with appropriate support when bullying occurs.

Protection

Bullying is a form of harassment. It is the repeated physical, verbal or indirect (social or psychological) abuse of an individual or group by another individual or group. Bullying can be easy to see (overt), or hidden (covert), such as spreading rumours about another person or excluding them. It can happen online using technology such as the internet or mobile devices (online bullying or cyberbullying) or in person.

Bullying has three key features:

1. Involves a misuse of power in a relationship.
2. Is ongoing and repeated.
3. Involves behaviours that can cause harm.

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

As a school community we have a shared responsibility to take positive and consistent actions to effectively deal with bullying.

Different Types of Bullying

Physical: hitting; punching; pushing; shoving; kicking; throwing objects; forcing others to hand over their belongings; forcing

someone to do something they don't want to do; spitting at others; intimidation; physically assaulting; stealing; damaging belongings of others.

Verbal: threatening; name calling; teasing; nasty comments; swearing at others; harassment; discrimination; ridiculing (making fun of) another person because of their actions, appearance, beliefs, physical characteristics or cultural backgrounds.

Indirect: spreading rumours; excluding others from an activity or group; writing notes; choosing not to tell if you see another person being bullied; making inappropriate gestures; sending abusive or unkind emails or text messages; taking, sharing and or posting inappropriate or private images; inappropriate use of websites, social media, email, phones; stealing or misusing passwords of others

Staff Responsibilities

- To model appropriate behaviour at all times
- To immediately address any incidents of bullying (with the victim and the perpetrator) and raise it with their supervisor.
- To monitor and track incidences of bullying and respond in an appropriate and timely manner according to school and department policy.
- To implement school programs which promote positive relationships and incorporate strategies to deal with bullying – *PBL, Child Protection, personal development, peer play program.*
- To encourage students to speak out – be an 'upstander'.
- To communicate bullying incidences with parents when needed.
- To recognise, educate and prevent incidents of bullying.
- To inform the student of action taken to address bullying.
- To prioritise student wellbeing, build resilience and equip all students to become successful, lifelong learners.
- To be vigilant and proactive when on playground duty.

- To contribute to the development of the Anti- Bullying Plan and support it through words and actions.

Parents/Caregiver Responsibilities

- To model appropriate behaviour at all times and encourage their children to act appropriately.
- To be aware of and support the school's Anti-Bullying Plan.
- To take an active role in their child's school life and watch for signs that their child may be being bullied.
- To promote anti-bullying strategies and encourage their child to adopt learnt strategies to deal with bullying.
- To instruct their child to 'tell' their teacher if they are bullied.
- To listen to their child and inform the teacher if any bullying is suspected.
- To prioritise student wellbeing and build resilience in their children so they become successful, lifelong learners.
- Remain calm and get accurate details about the incident.
- To allow the school to manage any incident and trust that the school will prioritise student wellbeing when making decisions
- To actively work together to resolve incidents of bullying.
- To promote positive relationships that respect and accept individual differences and diversity within the whole school community.
- To contribute to the development of the Anti- Bullying Plan and support it through words and actions.

Students' Responsibilities

- To behave appropriately at all times and follow the school expectations – Be Safe; Be Respectful; Be Responsible.
- To show consideration, respect and support for others.
- To 'tell' if they are being bullied or if they see someone being bullied – both at school and on the way to and from school.

- To be an 'upstander' not a bystander and actively work together to resolve incidents of bullying.
- To be aware of the various forms of bullying and develop and use learnt strategies to deal with bullying incidents.
- To avoid intentionally provoking each other.
- To accept responsibility for their own actions and tell the truth about their actions and the actions of others.
- To contribute to the development of the Anti- Bullying Plan and support it through words and actions

Prevention

Comleroy Road Public School fosters a whole school approach to preventing bullying by promoting a safe, caring, stimulating and enjoyable learning environment.

The following strategies and programs are implemented as a whole school approach to promote student safety and wellbeing and prevent bullying from occurring.

- Education and promotion of the school's Anti- Bullying Plan and Student Welfare Policy
- Student welfare programs including PBL, child protection, personal development, health and physical education lessons and peer play program.
- Identification of at risk students for inclusion in peer play program and programs run by the school counsellor.
- Productive and respectful relationships established between all members of the school community.
- Explicit and ongoing teaching of school wide behavior expectations, routines and processes.
- Adequate supervision of students during breaks on playground and classrooms.
- On-going monitoring by classroom teacher, PBL team and the Learning Support Team and implementation of targeted intervention programs to support both the victim and perpetrator.

- Peer support program, buddies, participation in anti-bullying days and harmony day.
- Engaging staff in professional learning about student wellbeing and mental health.

Strategies to Deal with Bullying

Comleroy Road Public School takes reports of bullying, including cyberbullying, seriously. Our aim is to restore a positive school environment and maintain student wellbeing.

Reporting incidents is actively encouraged so that measures can be put in place to stop and prevent these behaviours from occurring. All reports are handled in a sensitive manner and are investigated, followed up on and recorded. Reported cases can be dealt with in several ways. It is recognised however, that each case is different and may require an individual, case by case approach. In all cases it is important to ensure:

- That victims are believed and made safe
- That the principles of natural justice and due process are followed in regard to students reported for bullying
- Restorative practices
- School counsellor intervention.
- Parents and school staff work together

When a report of bullying has been made, the following step will be taken:

- Investigating teachers will interview the alleged victim/victims. This will involve finding the facts, building their awareness to their rights and responsibilities, reassuring them and determining the result for the situation. In all cases, students will write a statement.
- Investigating teachers will interview the alleged perpetrator/s. This will involve finding the facts, building their awareness to their

rights and responsibilities and discussing alternatives in that situation. In all cases, students will write a statement.

- The victim and perpetrator will be brought together to discuss the situation and hear each other's point of view with the teacher acting as the mediator.
- The actions taken will be communicated to the students and consequences clearly outlined. An action plan will be developed and arrangements made for the plan to be monitored by the supervising teachers and executive.

These steps outlined align with research into what interventions work best and why. The process aims to be positive and restorative.

Early Intervention

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, social stories and role play situations.
- Development of an individual action plan on how to manage situations.
- Implementation of specific emotional / social teaching and learning programs to assist in the development of self-awareness and self-management capabilities.
- Promote leadership within the school amongst the students.
- 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. 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.
- Students will be supported by the school counsellor if upset by being bullied or experiencing ongoing bullying of a peer.
- The Anti- Bullying Plan will be available on the school website.
- In regards to assaults, threats, intimidation and or harassment, these will be reported to the police by the principal or assistant principals. The Incident Report and Support Hotline will also be contacted where necessary.
- If there is a need to contact support agencies, then the principal will contact the Child Wellbeing Unit. The school counselor will also research support.
- In regards to staff the Complaints Handling Policy will be used and staff can be directed to EAPs

The Anti-Bullying Plan will be available through the school website. The school will evaluate the Anti-Bullying Plan bi-annually. Reports will be made at P&C meetings. The school community will be surveyed on the effectiveness of our schools' Anti-Bullying Plan. The assistant principal will report all student welfare incidences at our LST meetings.

Principal's Comment

Our school is committed to supporting all students in a safe and positive learning environment. We recognise that bullying is part of society and happens in all places. As a school we will develop resilience in others and give students strategies to deal with bullying. The school will continue to work in collaboration with our students and wider school community to develop strategies to support children in dealing with bullying. The school's core values clearly support a culture of support and trust with zero tolerance of bullying behaviour.

Additional Resources and Support Documents

Anti-bullying interventions in schools – what works?

(https://antibullying.nsw.gov.au/media/documents/Anti-Bullying-in-Schools_What-Works.pdf)

Bullying: Preventing and Responding to Student Bullying in Schools Policy (<https://education.nsw.gov.au/policy-library/policies/bullying-preventing-and-responding-to-student-bullying-in-schools-policy>)

Bullying preventing and responding to student bullying in schools – Guidelines (<https://education.nsw.gov.au/policy-library/associated-documents/Bullying-Preventing-and-Responding-to-Student-Bullying-in-Schools-Guidelines.PDF>)

NSW Anti-bullying website (<https://antibullying.nsw.gov.au/>)

Bullying. No Way! Website (<https://bullyingnoway.gov.au/>)

Mandatory Reporter Guide (<http://www.keepthemsafe.nsw.gov.au/>)

KidsMatter website (<https://www.kidsmatter.edu.au/>)

Beyond Blue website (<https://www.kidsmatter.edu.au/>)

Kids Helpline website (<https://kidshelpline.com.au/>)

The Anti-bullying Plan – NSW Department of Education

eSafety education resources website

(<https://www.esafety.gov.au/education-resources/classroom-resources>)

Protecting and Supporting Children and Young People Policy

(<https://education.nsw.gov.au/policy-library/policies/protecting-and-supporting-children-and-young-people-policy?refid=285835>)

Protecting and Supporting Children and Young People – Procedures

(https://education.nsw.gov.au/policy-library/associated-documents/protecting_proced.pdf)

Student Welfare Policy (<https://education.nsw.gov.au/policy-library/policies/student-welfare-policy>)

The Wellbeing Framework for Schools

(https://www.det.nsw.edu.au/wellbeing/about/16531_Wellbeing-Framework-for-schools_Accessible.pdf)

Positive Behaviour for Learning website

(<http://www.pbl.schools.nsw.edu.au/>)

Additional Information

- Windsor LAC/Police Youth Liaison Officer 45874099
- Kids Helpline 1800 551 800
- Incident Report and Support Hotline 1800 811 523

Team members who developed the plan after consultation with the parent community and staff of Comleroy Road PS

- Kristen Barglik - Principal
- Barbara McGregor – Assistant Principal

Comleroy Road Public School 2019

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