Anti-bullying Plan
Anna Bay 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.

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.

Representation from the whole school community has been ensured in the development of this plan. Our Anti-Bullying committee is made up of an Executive, 3 classroom teachers, a Learning and Support Team (LAST) member, 3 parents and our school Councillors as elected by their peers. We have engaged the school community through the use of surveys, newsletter items, assembly presentations and the curriculum. We will continue to engage the community as this plan is developed and implemented again for evaluation and review. This will be conducted through the methods outlined above.

Statement of purpose

The purposes of Anna Bay School’s Anti-Bullying Plan are:

- To continue to implement programs within the school curriculum which support children in the process of understanding, reporting, mediating and resolving bullying issues.
- To maintain awareness within the student body and wider community of the School’s Policies towards bullying and the specific nature of bullying behaviours.
- To provide students with appropriate avenues for appropriate notification of bullying which respect the privacy and confidentiality of the victim in the initial stages of reporting.
- To maintain awareness within the student body and wider community that reducing incidents of bullying at school is a responsibility shared by staff, students, parents and community volunteers.
- To maintain positive pathways of communication so that students and parents are encouraged to offer contributions towards Anti-Bullying Strategies and management procedures in the form of surveys and/or meetings.
- To activate the processes within the Student Welfare and Discipline Policies if bullying persists or a satisfactory resolution is not reached.

Protection

Anna Bay Public School agrees with the definition of bullying on Page 1 of this document, however, we acknowledge that harassment is not limited to the examples given and that all forms of harassment can be considered bullying.

Anna Bay Public School agrees with the examples of bullying behaviour on Page 1 of this document, however, we acknowledge that bullying behaviour may not be limited to the examples given.
Please refer to the Response section of this plan for information on how Anna Bay Public School will deal with bullying.

Anna Bay Public School understands that cyberbullying is a newer form of bullying that needs to be a focus for prevention.

Anna Bay Public School agrees with the individual and shared responsibilities of students, parents, caregivers and teachers in preventing and responding to bullying behaviour as outlined on Page 1 of this document. This information will be communicated to all stakeholders. (See the Prevention section for further details.)

Anna Bay Public School will maintain a positive climate for respectful relationships where bullying is less likely to occur. See the Prevention section for strategies.

**Prevention**

The school will provide information to the students and parents identifying the definition of bullying and examples of bullying behaviours. The school will communicate to students, parents and caregivers their individual and shared responsibilities in preventing and responding to bullying. The school will also strive to educate parents in how they can assist their child if they are being bullied. The school will highlight support people for parents if they need assistance.

The school may choose to communicate the above information to parents through Facebook, SkoolBag App, Website, during Parent/Teacher information sessions or with interviews with individual parents.

The school will invite parents and caregivers to provide input into this Anti-Bullying Plan, encouraging shared community ownership and responsibility for its’ implementation.

Student awareness of bullying issues may be implemented and monitored through:

- The Anna Bay PS Anti-Bullying Scope and Sequence, utilising the Friendly Schools and Families program.
- The Child Protection Curriculum
- The Positive Behaviour For Learning Program (PBL)
- Offering students a range of pathways for reporting bullying. Students are invited to report issues in these environments; class Teacher, class meetings, Peer Support/buddy or in writing.
- Surveys such as those completed by parents, students and staff at the end of 2012 and/or the ACER School life survey- the school may choose to conduct a more modified version which is more user friendly for younger students.

**Early Intervention**

Anna Bay PS will implement early intervention strategies and programs for students who are identified as being at risk of developing long-term difficulties with social relationships and those students who are identified at or after enrolment as having previously experienced bullying or engaged in bullying behaviour.

The school Executive and Learning Support team (LST) will decide on the appropriate combinations of interventions for the individual circumstances. Possible interventions that we will take:

- Bystander training
- Buddy systems
- Restorative Practices
- Mediation
- Assertiveness Training
- Traditional Disciplinary Approach

The Anti-Bullying Plan – NSW Department of Education and Communities
In order to empower our whole school community to recognise and respond appropriately to bullying, harassment and victimisation and behave as responsible bystanders, we will:

- Develop a shared and common language concerning these behaviours. We will do this through the implementation of the Friendly Schools and Families program, which targets the whole school community.
- Keep the whole school community informed regularly through Facebook, Skoolbag App and possible parent information sessions.

The procedures for reporting incidents of bullying at Anna Bay Public School are outlined in the Student Welfare and Discipline Policy. There are examples of behaviours listed, with consequences for each clearly outlined, including the need for parent contact and/or suspension.

These procedures will be publicised to our school community through classroom display, classroom discussion and inclusion on School Website.

When an incident of bullying is reported to the school, the following procedures/pathways towards a solution can be implemented:

1. Meetings with student/parent/classroom teacher/involved parties can be convened under the guidance of the Assistant Principal or Principal. Meetings will focus on conciliation and methods in which to eliminate the bullying. The student being bullied will have opportunities to identify the impact the bullying has had on them. Consequences for the bullying action may also be decided during such meetings.

2. Consequences for repeated bullying or non-compliance of previous recommendations to cease the behaviours will follow the DEC guidelines outlined in the suspension/expulsion policy.

Below are some example scenarios outlining how Anna Bay Public School may match planned combinations of interventions with particular incidents of bullying. It must be remembered that these do not represent the full extent of intervention as would be found on a case by case basis, but are used to show a common course of action.

**Bullying incident reported**

Has this student repeatedly offended and/or not complied with previous recommendations to cease behaviours?

**Types of Initial Consequences**

- Incident report
- Planning room
- Parent notification
- Behaviour card

**Possible meetings**

Student/parent/class teacher meeting under guidance of Assistant Principal.

**Referrals and Intervention**

Victim and offender will be referred to Learning Support Team who will match intervention to particular bullying incident and may also seek assistance from the School Counsellor.

**Initial consequences**

Follow DEC guidelines in the Suspension/Expulsion Policy. Further consequences are outlined in the Student Welfare Action Plan.

**Meetings**

Arrangements made to meet with Principal, Parents, Student and Counsellor upon return to school.

**Referrals and Intervention**

Victim and offender will be referred to Counsellor and Learning Support Team who will match intervention to particular bullying incident.
The strategies and programs Anna Bay Public school will implement to support any student who has been affected by, engaged in or witnessed bullying behavior include:

- Friendly Schools and Families program
- Bystander Awareness training
- Resilience programs
- “Bullying no way” and “Take a stand together” websites
- Counsellor referral

Anna Bay Public School will provide regular updates, within the bounds of privacy legislation, to parents and caregivers about the management of bullying incidents that have been reported to the school. Parents will be kept informed about processes by and letter/phone/meetings. Matters will be dealt with confidentially and disclosed as needed to prevent further incidents.

Incidents of a serious nature are to be immediately reported to the principal or delegate who will follow DEC procedures/policy including but not limited to contacting the School Safety and Response Unit. This includes but is not limited to incidents involving assaults, threats, intimidation or harassment.

Where appropriate the school will follow DEC policy when needing to contact the Child Wellbeing Unit or Community Services.

Information regarding departmental appeal procedures can be found in the current DEC Complaints Handling Policy.

The strategies that Anna Bay Public School will use to identify patterns of bullying behaviour include:

- Regular monitoring of negative incidences on Sentral, particularly repeat offences and regular victim patterns.
- Surveys for parent, students and staff

The school will respond to such patterns through an intervention program as listed above. Referral to the Counsellor and/or the Learning Support Team may be required.

Anna Bay Public School will promote and publicise this Anti-bullying Plan by making it widely available to the school community through publication on our school website and our school information booklet.

Anna Bay Public School will monitor and evaluate the effectiveness of this Anti-bullying Plan regularly so that all members of the school community are aware of the document and their responsibilities. We will monitor and evaluate its effectiveness by collecting and analysing data on the nature and extent of bullying. We will do this by surveying parents, staff and students and monitoring Sentral for bullying incidences. Data may relate to patterns and trends for reporting incidences, reoccurring incidences, suspension data and age and gender trends.

At least every three years Anna Bay Public School will review this Anti-bullying Plan with the school community. We will forward a copy to the School director, provide copies to students and parents, place it on our website and publish and promote the new plan in our school newsletter.
Additional Information

Students can contact the Kids Helpline on 1800 55 1800 or by going to http://www.kidshelp.com.au/

For further information regarding bullying please visit the following websites


Principal’s comment

I hereby certify that this document has been developed in consultation with the parents, students and staff of Anna Bay Public School. The success of Anti-bullying strategies will be gauged through annual surveys of staff, parents and students. The content will be reviewed every three years as part of the school strategic planning.

Signature ......................... M Freeman (Principal)

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School Anti-bullying Plan – NSW Department of Education and Communities