



# Anti-bullying Plan

Luddenham Public School 2014





# 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.

Luddenham Public School Anti-Bullying Plan has been developed in consultation with staff, students, parents, caregivers and the wider school community. The Anti-Bullying Plan will be presented each year at the P&C meetings, published on the school website and highlighted in the fortnightly newsletter and will be reviewed at the end of each year. A time in each staff meeting will be set aside to discuss issues arising throughout the week. Students will also be aware of this plan through class activities, school assemblies, visiting performers and other whole school activities.

## Statement of purpose

'Schools exist in a society where intimidation and harassment occur. Bullying must be taken seriously and is not acceptable in any form. Students have the right to expect that they will spend the school day free from the fear of bullying, harassment and intimidation. Bullying devalues isolates and frightens. Bullying affects individual's ability to achieve. Bullying has long term effects on those engaging in bullying behavior, those who are the subjects of the bullying behavior and the bystanders or onlookers.

Preventing and responding to bullying behaviour in learning 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 preventing bullying by modelling and promoting appropriate behaviour and respectful relationships.

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

## 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 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 e.g. name calling, teasing, abuse, putdowns, sarcasm, insults, threats
- Physical e.g. hitting, punching, kicking, scratching, tripping, spitting
- Social e.g. ignoring, excluding, ostracising, alienating, making inappropriate gestures
- Psychological e.g. spreading rumours, dirty looks, hiding or damaging possessions, malicious SMS and/or Facebook and email messages, inappropriate use of camera phones

All forms of Bullying are not acceptable at Luddenham P.S. and consequences for bullying behaviour will be consistent with the School Student Welfare Policy.

### **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.

### **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 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.

### **All members of the school community have the 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.

## Prevention

- develop an Anti-bullying Plan, which clearly identifies both the behaviours that are unacceptable and the strategies for dealing with bullying in the classroom and playground
- inform students, parents, caregivers and the community about the School Discipline Code and Anti-bullying Plan
- provide students with strategies to respond positively to incidents of bullying behaviour, including responsibilities as bystanders or observers
- provide parents, caregivers and students with clear information on strategies that promote appropriate behaviour, and the consequences for inappropriate behaviour
- communicate to parents and caregivers that they have an important role to play in resolving incidents of bullying behaviour involving their children
- Follow up complaints of bullying, harassment and intimidation.
- In relation to Cyber bullying, legally children under the age of 13 are not allowed on Facebook so the school will make the community aware of this. If any parents still allow their child to be on Facebook, then the school has no jurisdiction over this illegality and it will be recommended to parents they take their issue to the police.
- Identifying and defining the difference between conflict and bullying

- Planned teaching and learning K-6 on Anti Bullying and Cyber Bullying
- Teaching for and about diversity.
- Providing professional learning for all staff about anti-bullying.
- Teaching students about problem solving, conflict resolution and anger management.
- Using the curriculum to teach about respectful relationships.
- Developing and implementing a Peer Support Program based on Values Education and Making Friendships
- Informing the school community about bullying and cyber bullying issues via the school newsletter and website
- Counselling students who have been bullied and teaching strategies to counter bullying.
- Using the Pikas Method of Shared Concern and Circle Time as Anti Bullying strategies
- Involving parents when appropriate, about bullying issues.
- Implementing consequences for those who bully others as well as providing counselling for them to deal with their issues.

## Strategies to Prevent and Manage Bullying

### Staff

- All class teachers (K-6) will teach a lesson each week dealing with anti-bullying strategies, cyber bullying, fair play and social skills
- Develop and use a common language for dealing with bullying behaviour i.e. ask these questions:
  1. What happened?
  2. Who was involved/was doing this?
  3. Was anybody hurt?
  4. What 2 strategies have you tried/used to fix the problem?
  5. What could we do now?

- Ensure proactive playground supervision (roaming, not standing in the one spot)
- Develop and utilise posters and signs that reinforce anti-bullying messages and fair play
- Follow up incidents and explain consequences to all parties.
- Implement the school discipline code for dealing with inappropriate behaviour and consequences resulting in loss of points of Playground license.
- Reinforce positive behaviour through the use of our PBL cards

Record incident on STARS program

### Students

- Behave appropriately, respecting individual differences, diversity and gender. This includes non-sexist and racist language
- Report any form of bullying to teachers or adults
- Participate in whole school student welfare and personal development programs
- Play safely and fairly
- Identify potential conflicts as quickly as possible
- Utilise strategies learnt in school anti-bullying lessons

### Parents

- Work with the school to eliminate bullying- approach the school, not the other child's parents
- Identify the problem and understand the difference between interactions of conflict and bullying behaviour
- Utilise the common language approached, developed by the school, to manage bullying
- Encourage children to report bullying

- Read the Luddenham Public School Anti Bullying Policy and support your child(ren) in developing positive responses to incidents of bullying, consistent with the policy
- Assist your child(ren) to use learned strategies to deal with bullies and develop a plan
- Observe/note changes in your child(ren's) behaviour
- Help your child(ren) develop positive attitudes, self-esteem, confidence and respect for others
- If your child(ren) bullies another child explain that it is wrong to do so

## Monitoring and Evaluating

The implementation and effectiveness of the Luddenham Public School Anti-Bullying Policy will be monitored and evaluated by:

- Staff members effectively supervising students in the school environment and following up on all reports of bullying
- Principal will follow up on reported incidents of bullying
- Accurate records of bullying incidents being kept, usual playground data collection and utilising STARS- school system used to record behaviours
- Regular staff discussions about bullying at Weekly Staff meetings
- Annual review of Anti-Bullying teaching programs
- Parent, student and teacher surveys on bullying throughout the year
- An annual evaluation of the program as part of the schools evaluation

## Managing Bullying at School

### Teacher Response to Report or Incident

Teacher Uses the Common Language Approach

1. Tell me what happened.
2. Who was involved? Who was doing this?
3. Was anyone hurt/
4. What two strategies have you used so far?
5. How can we fix the problem?

### Responses to answers

1. If a physical injury is obvious- send to office for first aid
2. If child is too distressed to talk send for another staff member
3. If suitable ask student to go back and try two strategies
4. If two strategies have been tried and not successful teacher discusses how else the problem can be solved
5. If problem is evident, ensure that the child is ok and speak with alleged bully and apply appropriate consequences for that child including, playground time out, time out in another room or timeout in Principal's office
6. If problem is clearly serious refer to Principal

### Follow up from Principal

- Conflict resolution sessions/and or counsellor referral
- Social skills program implemented
- Other support programs involved e.g Learning Support teacher, behavior Support
- Parent meetings
- Warning letters to parents informing of suspension if bullying does not cease

- Short suspension from school- up to 4 days
- Long suspension from school- up to 20 days
- Police called if necessary
- Ongoing support for the victim of bullying and the bully

Luddenham Public School will publish the Anti-Bullying Policy on the school website and regularly promote the policy in the school newsletter.

Luddenham Public School Anti-Bullying Policy will be reviewed every three years. Parents, staff and students will be surveyed and changes will be made to the policy using the data collected from these surveys.

### Additional Information

Police Youth Liaison Officer

Green Valley LAC

Mary Bakijovski

9607 1799

Kids Helpline: 1800551800, [www.kidshelp.com.au](http://www.kidshelp.com.au)

### Principal's comment

In line with the Department of Education and Communities policies and procedures on Student Welfare and in consultation with the school community, I am pleased to present the Luddenham Public School's Anti-Bullying Policy.

This policy outlines in detail how the school will deal with bullying behavior. It includes operational guidelines that contain specific strategies for identifying, reporting and dealing with bullying behaviours and is built around the need for respectful relationships.

The Luddenham Public School Anti-Bullying Policy plays a key role in our planning for student wellbeing and effective learning

Karen Ellis- Principal

Chris Dodds- Classroom Teacher

Greg Winterton- Classroom Teacher

Cheryl Wacker- Classroom Teacher

Sarah Treharne- RFF/Library

Alissa Mendham- Teacher

Lindy Johnson- LaST

P&C Representative

### School contact information

Luddenham Public School

24 Jamison Street

Luddenham 2745

Ph: 4773 4111

FAX: 4773 3163

Email: [luddenham-p.school@det.nsw.edu.au](mailto:luddenham-p.school@det.nsw.edu.au)

Website: [www.luddenham-p.school.nsw.edu.au](http://www.luddenham-p.school.nsw.edu.au)