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.

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.

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.
Oak Flats Public 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 Oak Flats Public School Anti-bullying plan has been developed collaboratively with students, school staff, parents, caregivers and the community.

A comprehensive assessment will be conducted in 2012 to identify concerns about bullying, including cyber bullying, in the school community.

Implementation of the plan will include the development and communication of:

- a Code of Conduct for acceptable school behaviour and use of technology
- effective supervision and monitoring for deterring bullying, including cyber bullying
- effective intervention for detecting, investigating and responding to incidents of bullying
- reporting of bullying

Statement of purpose

Students attend school to participate in quality education that will help them to become self directed, lifelong 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 wellbeing of students cannot be accepted.

Students, teachers, parents, caregivers and members of the wider school community have a shared responsibility to create a safe and happy environment, free from all forms of bullying.

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

- that students will be safe at school, free from fear of bullying, harassment, intimidation and victimisation
- to know what is expected of them and others in relation to the school’s Anti-bullying Plan
- that all students will be provided with appropriate support when bullying occurs
Protection

Bullying is defined as intentional, repeated behaviour by an individual or group of individuals that causes distress, hurt or undue pressure.

Bullying involves the abuse of power in relationships. Bullying can involve all forms of harassment, humiliation, domination, intimidation and victimisation of others.

**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

**Students, teachers, parents, caregivers and members of the wider school community have a responsibility to:**

- promote positive relationships that respect and accept individual differences and diversity within the whole school community
- support the Anti-bullying Plan through words and actions
- actively work together to resolve incidents of bullying behaviour when they occur

**Students can expect to:**

- know that their concerns will be responded to by school staff
- be provided with appropriate support (for both the subjects of and those responsible for the behaviour)
- participate in learning experiences that address key understandings and skills relating to positive relationships, safety, gender equity, discrimination, bullying and harassment. These experiences will be guided by the Personal Development, Health and Physical Education syllabuses and other Key Learning Areas.

**Students have a responsibility to:**

- behave appropriately, respecting individual differences and diversity
- follow the school Anti-bullying Plan
- respond to incidents of bullying according to their school Anti-bullying Plan

**Teachers have a responsibility to:**

- respect and support students in all aspects of their learning
- model appropriate behaviour
- respond in an appropriate and timely manner to incidents of bullying according to the school's Anti-bullying Plan
Parents and caregivers have a responsibility to:

- support their children in all aspects of their learning
- be aware of the school’s 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’s Anti-bullying Plan
- support all students of the school to deal effectively with bullying through the strategies of the Anti-bullying Plan

Schools have a responsibility to:

- 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, Code of Conduct 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, intimidation and victimisation

Prevention

In order to prevent bullying incidents, Oak Flats Public School will implement the following:

a school Code of Conduct -

- Strive for better things
- Help by following instructions
- Always work and play safely
- Respect all people and property
- Enjoy and care for our environment

a Code of Conduct for use of technology –

- Share, discuss and report unsafe practices when using technology
- Access information that is appropriate
- Follow school rules, procedures and practices when using technology
- Email responsibly and respect the privacy of others

- mandatory Child Protection lessons K-6 with particular emphasis on all types of bullying, strategies and reporting procedures
- a cyber bullying program K-6 about the safe and responsible use of technology
Early Intervention

Our Student Welfare Policy is built upon the following principles:

- Safety and space for thinking are essential
- We respect each individual
- We control ourselves (our behaviours/actions)
- Learning is a life-long process
- Shared expectations and consequences are created, reviewed and upheld
- Our Code of Conduct underpins our shared expectations

Due to the nature of learning there will be times when the Code of Conduct is breached. Counselling and support needs to occur at the earliest possible moment (with student and teacher) within the context of the situation. There may be times when a behaviour is deemed to be of such a serious nature that further intervention is also necessary.

Response

Students, staff, parents and the community will be informed of school procedures for reporting and response:

**Students - How To Access Help**

- Locate the person whom you are asking for help.
- Speak clearly and calmly, informing them:
  1. What your problem is.
  2. How it makes you feel.
  3. How often it has been happening.
  4. What you have done to stop it.
  5. Explain that you need their help.

- If you do not get the help you need, ask again or ask another person

- Remember that it is alright to TELL someone.

**TELLING** is when you want something to stop.

**The School Counsellor**

The School Counsellor is professionally trained and is available to all students who require assistance in educational, emotional and behavioural adjustment and development. Interviews with parents/carers and students are always confidential. Referrals come via the school Learning Support Team with parental consent. The School Counsellor may co-ordinate a student being referred to a helping agency outside the school. Services of the Counsellor may include: individual assessment, individual and group interviews counselling, liaison with government departments/agencies and local welfare and community groups.
**Teachers – Providing student support**

- Supervise children conscientiously to identify and prevent bullying behaviour.
- Respond calmly to all reports of bullying and support the victim by listening and, where possible, removing the sources of stress.
- Educate about bullying through the school’s Student Welfare program.
- Record details of incidents of bullying through Student Welfare, Behaviour and Discipline Policies and Procedures.
- Inform parents of those being bullied and also of children who bully.
- Support parents and encourage them to assist their children to resolve bullying incidents. Refer to “Information pack for the Parents/Carers of Children Who Bully” and “Information pack for the Parents/Carers of Those Being Bullied”.
- Continue to support the victim.
- Monitor the behaviour of re-offenders.

Discuss the consequences the bully will need to face because of his/her actions. These could include:

1. apologise
2. discuss the incident/incidents with the Stage Leader, Principal, Deputy Principal and parents/carers. Provide the parents/carers with support to assist in modifying their child’s behaviour.
3. pay for damaged belongings
4. blue card + detention
5. parents informed
6. suspension if bullying continues
7. police involvement if and when necessary

Refer serious incidents to Stage Leaders/Principal/Deputy Principal in order for procedures to be followed in regards to Suspension and Expulsion and/or Community Services involvement.


All school policies, guidelines and procedures have been made available to all stakeholders via publication on the school website: [http://www.oakflats-p.schools.nsw.edu.au/](http://www.oakflats-p.schools.nsw.edu.au/)

**Additional Information**

Lake Illawarra Command Police Youth Liaison Officer (YLO) –

Ben Walsh  Ph: 42325328
Paul Bond  Ph: 42325329
Kids Helpline  1800551800

**Anti-bullying Plan Development Team**

Mr Lucas McGee  Classroom Teacher
Mrs Ronda Moon  Assistant Principal
Mrs Sandra Puglisi  Assistant Principal
School contact information

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