

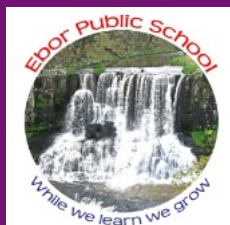


Education &
Communities

SNOW GUMS
LEARNING ALLIANCE

Anti-bullying Plan

Ebor 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.

Ebor Public School Anti-bullying Plan

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.

Statement of Purpose

Ebor Public School (EPS) is committed to providing a safe and caring environment, which fosters respect and tolerance for others and does not tolerate bullying.

Any inappropriate behaviour that interferes with teaching and learning and the wellbeing of students cannot be accepted.

This plan aims to address all forms of bullying that may occur within 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. This plan also aims to support students in developing strategies that will empower them as citizens and allow them to identify and appropriately address bullying in all situations.

Protection

What is 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. Cyberbullying refers to bullying through information and communication technologies.

We consider the following behaviour to be bullying:

1. Verbal:

Verbal bullying includes continuous name calling, teasing, put-downs, taunting

2. Physical

Physical bullying includes pinching, punching, hitting, kicking, spitting, shoving, tripping, scratching, hiding or stealing belongings or throwing objects at someone

3. Social

Social bullying includes publicly announcing information to embarrass someone, spreading rumours, making fun of someone, threatening to exclude or excluding people from groups, having others exclude people from groups, ostracising

4. Psychological

Psychological bullying includes ignoring, alienating, using threatening looks or gestures, spreading rumours

5. Cyber:

Cyber bullying is bullying through the use of technology, such as social media websites, emails, blogs, text messages. Cyber bullying can take the form of verbal, social and psychological bullying and can be used to threaten physical bullying.

Responsibilities

Teachers, students, parents, caregivers and members of the wider school community have a responsibility to work together to address bullying.

We all have a responsibility and a right to:

- Feel safe and happy
- Help others feel safe and happy
- Treat everyone as a worthwhile person
- Report bullying and bullies

Strategies to Manage Bullying

Student Responsibilities:

Students have a responsibility to-

- Report any form of bullying to teachers or adults
- Abide by the *Behaviour Code for Students (attached)* and the *Values for Australian Schooling (attached)*
- Try to use learnt strategies to deal with bullying incidents as outlined in the *You Can Do It* Program and Cybersafety classroom sessions.
- Behave appropriately at all times
- Show consideration, respect, tolerance and support to others, help someone who is being bullied and not bully others

Staff Responsibilities:

Staff have a responsibility to:

- model appropriate behaviours at all times
- monitor and track incidences of bullying and respond in an appropriate and timely manner according to the Anti-Bullying Plan and Policy
- teach students skills and strategies to deal with bullying (Outlined in Response to Bullying)
- create a culture where it is acceptable and encouraged to report
- continually monitor reports in order to review and renew school policies as appropriate
- engage in ongoing and regular communication with students and parents of those involved

Ebor Public School Anti-bullying Plan

Parents and Caregivers Responsibilities:

Parents have a responsibility to:

- Maintain contact and communication with school staff
- Support the development of behaviours and attitudes in their children which are consistent with the *Values for Australian Schooling*
- Encourage and support their children in developing positive responses to incidents of bullying, consistent with the school's Anti-Bullying Plan.
- Instruct their child to 'tell' if they are bullied
- Inform the school if any bullying is suspected

Consequences

If clearly substantiated, and depending on the nature / severity of the incident, a student responsible for bullying will engage in procedures to eliminate the behaviour and to support them to develop skills and strategies for exhibiting positive behaviours.

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

- Will talk with teachers or the Principal about their behaviour
- Parents will be informed
- May be removed from the classroom/playground
- May lose privileges, such as participating in special events or activities, representing the school
- Will be required to engage in mediation and offer apologies where required
- May lose their own time (detention)
- May be suspended in accordance with *DET Suspension and Expulsion Policy*
- Will need to show that they are able to treat others with respect before their privileges are restored.

Bullies and victims are offered support and counselling as required.

Monitoring and Evaluating

Each term, staff will review reported incidents to monitor the level of bullying across the school, identifying:

- Bullying behaviour by groups or individuals
- Types of bullying
- Areas of concern

Prevention

Staff at EPS use the *You Can Do It* Program to educate students on ways they can protect themselves, in conjunction with other school programs.

Strategies to Prevent Bullying

At Ebor Public School we will:

- Educate the school community and promote the School's Anti-Bullying Policy and Plan
- Promote productive and respectful relationships between all members of the school community, through various school programs, including Buddy Reading
- Teach students skills which build their self-esteem and empower them to take responsibility for themselves and give them the opportunity to practise these skills through implementing *Child Protection*, Buddy programs and the *You Can Do It* Program
- Openly talk about bullying - what it is, how it affects us and what we can do about it
- Provide adequate supervision of students at all times
- Engage in active intervention when bullying is identified or reported. Encouraging staff vigilance and action (e.g. recording significant offences)
- Respond to substantiated instances of bullying behaviour in accordance with the school's *Discipline and Welfare Policy* and all relevant NSW Department of Education policies and procedures.

Strategies for Students on how to Deal with Bullying

- Stay in sight of peers and adults
- Try to stay calm.

Ebor Public School Anti-bullying Plan

- Walk away without looking back
- Look at the person. Try to speak in a strong voice. Say something like:
 - "You might think that, but I don't"
 - Use an 'I' message. Express your feelings in an assertive way e.g. "I don't like it when you talk to me in that way and I want you to stop" or "I don't like it"
- Go to a safe place e.g. with other children, near a teacher
- Talk to someone who can help you. (teacher or your parent) Tell them what has happened, how you feel and what they can do to help. This is not dobbing!
- Never keep bullying a secret
- Seek the help of school leaders.

Early Intervention

Students at risk of being ongoing victims of bullying type behaviours will be encouraged to report directly and immediately to a member of staff that they themselves have nominated when they feel either threatened or intimidated. Their parents will also be informed of this arrangement, so that they too can reinforce this strategy with their child.

Early intervention arrangements for students at risk will be communicated to all teaching staff.

Students who are not being bullied, but are aware of others who are, will be encouraged to report it, to protect those being bullied and to allow the bully to be provided with help to stop the behaviour.

Response

Reporting Bullying

Incidents of bullying are encouraged to be reported immediately to any staff member or the Principal by students and/or their parents. Any bullying incidents reported will be investigated and recorded by the principal and/or staff.

Consequences for the perpetrators of substantiated bullying will be imposed as outlined in the school's discipline policy and / or strategies outlined in this plan.

The Principal will contact the Child Wellbeing Unit or Community Services where appropriate to gain support needed for the student/s involved.

Responding to Reported Incidences of Bullying

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 to feel safe.
- That the principles of natural justice and due process are followed in regard to students reported for bullying.
- Restorative practices implemented – Including mediation
- The School Counsellor support is accessed if required
- Engagement of the school and Snow Gums Learning and Support Team if required.
- Parents and staff work together.

Procedures for Addressing Incidences of Bullying

- All students have the right to be heard and listened to
- Class teacher deals with smaller issues in the classroom in line with school policies and class rules
- Teacher on playground duty deals with smaller issues in the playground – if more serious in nature the duty teacher informs the Principal, who then deals with the bullying

- Teacher/Principal interview all students involved – take appropriate action
- Parents informed and teachers, students and parents work together to identify and address underlying problems and seek solutions
- Serious bullying incidents are recorded and consequences are in line with the *School's Discipline Procedures*
- Issues are 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
- Restoration processes conducted including mediation to restore relationships and build positive, productive relationships between students involved
- Staff will communicate with parents if they're concerned about bullying amongst students
- School Counsellor, Learning Support Team and Department of Education Student Welfare Officers will be involved in developing individual programs if required
- Principal deals with major bullying incidents and implements the *DEC Suspension and Expulsion of Student Procedures* if necessary

Procedures for Addressing Incidences of Cyber Bullying

The school determines whether incidents of cyber bullying relate to the responsibility of the school, or whether the incidents are outside of the school's responsibilities and require different authorities to address them.

If determined the school has a role to play we will:

- Provide support on an ongoing basis, with the agreement of the student and parent, to assist the student to work through the effects of the cyber bullying and to help them develop and implement effective coping strategies

- Contact students' parents to alert them to the issue/s, and ongoing concerns regarding the welfare of the student, and discuss the issue and how best to deal with it
- Reassure the student that the school is taking the incident seriously and that the reported bullying will be acted on
- Gather basic facts about the suspected cyber bullying and, if possible, identify the student/s involved
- Implement appropriate responses to address the bullying using evidence-based responses such as restorative justice approaches to conflict resolution
- Support students and parents to implement strategies to assist with managing the issue/s in the future
- Report any concerns to the administrator of the service used, including the mobile phone provider (if SMS is involved), website administrator (if social networking or chat services are involved), or internet service provider, as most have measures to assist with tracking and blocking the bully. Some block the bully's access to their services entirely, as bullying is often a breach of website terms of use. They can respond to reports of harassment over their networks, or help you track down the appropriate agency to report to

Victims of cyber bullying are supported and encouraged:

- Not to respond to any further messages/postings from the bully and, if possible, block further correspondence from them
- To report any further correspondence from the bully to the parent and an agreed school contact
- And supported in keeping evidence of any bullying to assist with tracking down the bully and potentially reporting the matter to police (screen captures, bully's screen name, text and images).

Main Messages

- Tell a trusted adult; a teacher, parent(s), grandparent
- Leave the area and / or stop the activity

This Anti-bullying Plan will be made available for viewing and reference on the EPS website.

Ebor Public School Anti-bullying Plan

Evaluating the Program

The plan and strategies put in place will be evaluated on an ongoing basis and will be formally reviewed at least once every three years by:

- reviewing reported incidences of bullying
- 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 incidents to find out if the problem has been resolved

Additional Information

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

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

The school community, students, staff and parents, work together to ensure that Ebor Public School is a safe learning environment where students are engaged in high quality educational experiences, free from bullying of any kind.

Students learn skills and strategies that empower them to identify and report bullying type behaviours, reducing its otherwise negative impact.

Plan Development Team

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School Contact Information

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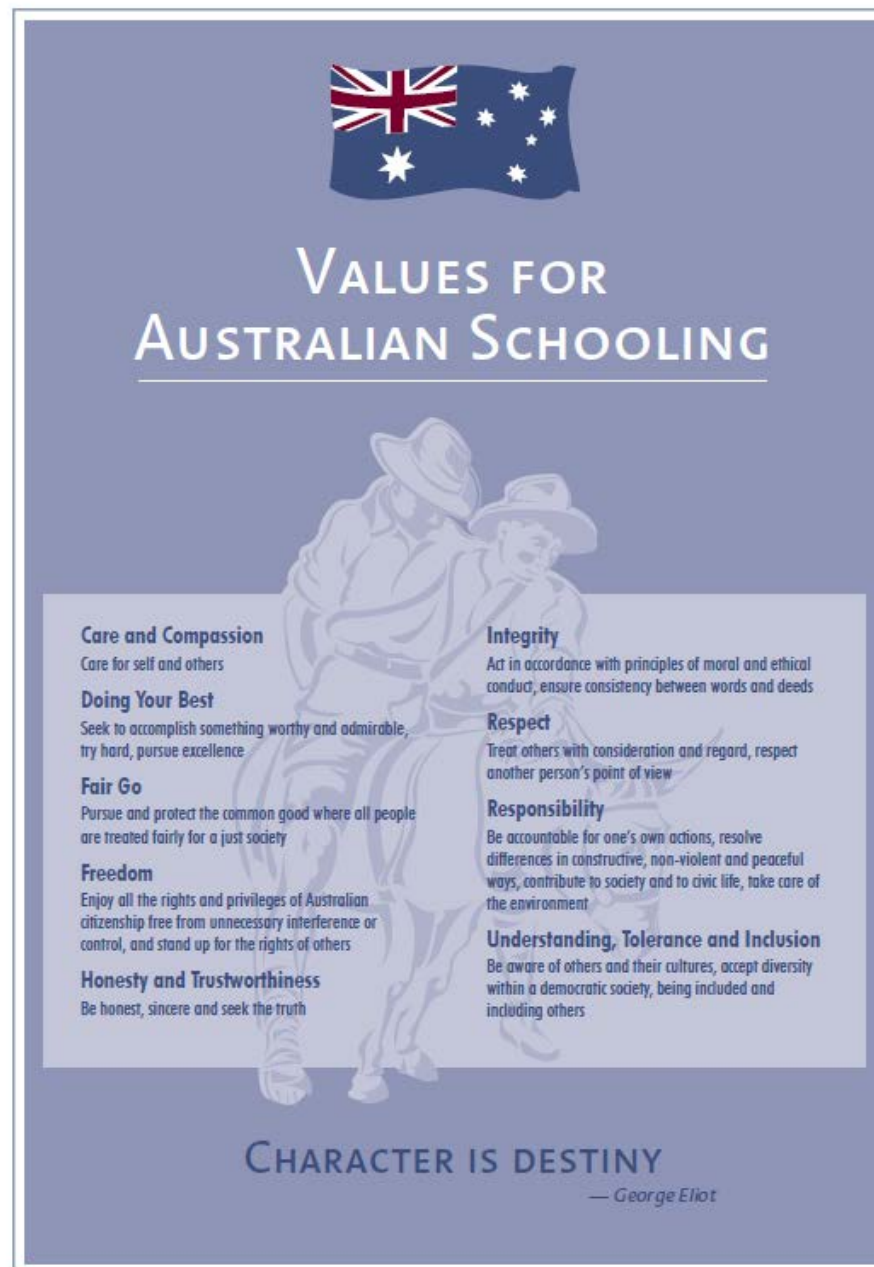
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Ebor Public School Anti-bullying Plan



BEHAVIOUR CODE FOR STUDENTS

NSW public schools are committed to providing safe, supportive and responsive learning environments for everyone. We teach and model the behaviours we value in our students.

In NSW public schools students are expected to:

- Respect other students, their teachers and school staff and community members
- Follow school and class rules and follow the directions of their teachers
- Strive for the highest standards in learning
- Respect all members of the school community and show courtesy to all students, teachers and community members
- Resolve conflict respectfully, calmly and fairly
- Comply with the school's uniform policy or dress code
- Attend school every day (unless legally excused)
- Respect all property
- Not be violent or bring weapons, illegal drugs, alcohol or tobacco into our schools
- Not bully, harass, intimidate or discriminate against anyone in our schools

Schools take strong action in response to behaviour that is detrimental to self or others or to the achievement of high quality teaching and learning.

Behaviour Code for Students: Actions

Promoting the learning, wellbeing and safety of all students in NSW Public Schools is a high priority for the Department of Education and Communities.

We implement teaching and learning approaches to support the development of skills needed by students to meet our high standards for respectful, safe and engaged behaviour.

Respect

- Treat one another with dignity
- Speak and behave courteously
- Cooperate with others
- Develop positive and respectful relationships and think about the effect on relationships before acting
- Value the interests, ability and culture of others
- Dress appropriately by complying with the school uniform or dress code
- Take care with property

Safety

- Model and follow departmental, school and/or class codes of behaviour and conduct
- Negotiate and resolve conflict with empathy
- Take personal responsibility for behaviour and actions
- Care for self and others
- Avoid dangerous behavior and encourage others to avoid dangerous behaviour

Engagement

- Attend school every day (unless legally excused)
- Arrive at school and class on time
- Be prepared for every lesson
- Actively participate in learning
- Aspire and strive to achieve the highest standards of learning

The principal and school staff, using their professional judgment, are best placed to maintain discipline and provide safe, supportive and responsive learning environments. The department provides a policy framework and resources such as Legal Issues Bulletins, access to specialist advice, and professional learning to guide principals and their staff in exercising their professional judgment. In this context the NSW Government and the Department of Education and Communities will back the authority and judgment of principals and school staff at the local level.