

Anti-bullying Plan

School Name: Carlingford West 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 and Communities.

Statement of purpose

A prime responsibility of every school is the care and safety of the students in its charge. Students learn most effectively in an environment in which they feel safe and secure. All students have the right to expect that they will spend each day in and out of the classroom free of bullying. Students therefore have the responsibility to behave in such a way that does not interfere with this right. The expectation at Carlingford West Public School is that students will not participate in violence, discrimination, harassment or intimidation.

Protection

The school community understands that bullying can be physical, verbal or psychological and can occur face to face, in written form or through the use of technology in the form of cyber-bullying.

An agreed definition of bullying is a repeated anti-social behaviour often deliberate or calculated, which inflicts harm on others. Its aim is to control others through an imbalance of power.

The school and its community do not accept or condone bullying behaviour in any form. When the school does become aware of such behaviours, action will be taken in-line with the DEC and school Anti-Bullying policies and the policy for Good Discipline and Effective Learning.

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Bullying includes;

Physical: Hitting, kicking, punching, pushing, shoving, spitting, making rude gestures, taking, hiding or damaging something that belongs to someone else, demanding food, money or other goods from someone else, forcing someone to do something they don't want to.

Verbal: Name calling, teasing, making fun of someone because of their appearance, physical characteristics, religion or cultural background, and making fun of someone's actions, using put-downs, threatening.

Indirect: Excluding others from a game or group, preventing others from "befriending" those who have been excluded, writing offensive notes or graffiti about others, spreading rumours about others.

Strategies for dealing with bullying are linked to the School Discipline Policy and encompass the range of options available to deal with unacceptable behaviours, including suspension and expulsion. In dealing with bullying behaviour, we recognise the repeated and recurring nature of bullying and have mechanisms in place to identify patterns of repeated offending.

Students, their parents and caregivers are encouraged to be proactive in dealing with bullying, so that appropriate support can be provided to those students involved in any incident.

Carlingford West Public School is a You Can Do It! School. As a result, the school has developed a range of initiatives and strategies for ensuring students understand what is required for them to follow the Five Keys to Success including, persistence, resilience, getting along, confidence and resilience. Teachers maintain systems for rewarding and praising positive behaviour and teaching programs include lessons which address behaviour expectations for different locations around the school and within classrooms.

Quality student behaviour and achievement are recognised through a token system where gold awards and banners are presented throughout the year.

Prevention

Students, teachers, parents and the community are aware that the school holds a position of zero tolerance towards bullying behaviour.

The school has a four-point plan to address bullying;

1. Primary Prevention
2. Early intervention
3. Intervention
4. Post intervention

Whole school strategies:

- Raise awareness with staff, students and parents
- Surveys to gather information on bullying to direct our strategies
- Formulate an Anti-bullying policy, which clearly states what actions we will take to deal with bullying behaviour. This is distributed annually as well as reviewed annually.
- Staff training in Pikas method to ensure a consistent whole school approach to bullying incidents
- You Can Do It! Keys to Success displayed in classrooms and playground
- K-6 social skills program
- K-6 peer support program
- K-6 child protection program
- K-6 anti-bullying program – students taught that it is OK to tell someone about bullying incidents, taught skills that will help build self-esteem and empower them with strategies to deal with bullying incidents linked through PBEL
- SRC involvement – activities supporting the policy eg. Posters
- Anti-bullying posters laminated and displayed around areas of the school
- Regular articles in the newsletter
- Discussion of bullying in assemblies / use of the Bullying No Way! Website

Classroom strategies:

- Class expectations (linked to YCDI!) negotiated each year with teacher and students

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- Regular classroom discussion on bullying incidents (as pertinent to class or specific bullying incidents)
- Anti-bullying lessons taught through the relationships theme of the Interpersonal Relationships strand in the Personal Development, Health and Physical Education Syllabus.

Early Intervention

Identification:

Early identification of bullying behaviour is vital if schools are to be most effective in managing bullying. It is important that schools respond in a timely fashion when issues are identified as it is understood that those who are engaged in bullying and are bullied can experience long term effects.

Carlingford West Public School's You Can Do It! system incorporated in the school's discipline policy outlines clear procedures and systems to prevent bullying or inappropriate behaviour.

Students who are bullied may: Feel frightened, unsafe, angry, unfairly treated, embarrassed, alone, isolated.

Have lots of tears, visit sick bay frequently.

Suffer from illness, school exclusion, truancy, withdrawal, loss of self-esteem, clinging behaviour, paranoia, bed-wetting, anxiety, depression, not sleeping.

Have difficulty concentrating and academic performance may deteriorate, feel worthless, helpless and not know what to do about the situation.

When staff are made aware and/or notice bullying the following will occur:

1. Notify Stage Supervisor (Assistant Principal) and raise incidents during student welfare meeting
2. Follow the Carlingford West PS Anti-bullying Plan

Incidents of bullying can be reported to any teacher, Deputy Principal or Principal by children or their parents

- All cases reported are acted on and taken seriously
- Students encouraged to feel comfortable in reporting bullying – it is OK to tell someone (parent, teacher, another student)

Strategies When a Bullying Incident is Observed or Reported:

1. The incident is investigated by the teacher to whom it has been reported;
2. The teacher determines whether or not the incident is bullying, according to the agreed definition;

If it is not bullying the incident is dealt with by the teacher in accordance with the Student Welfare Policy; If it is bullying the incident is referred by the class teacher to their direct supervisor (AP, DP, and P).

The issue is dealt with using the PIKAS method / following strategies-

1. **Interview with bullies.** This is done alone, one by one, starting with the student seen as the group leader. This is a non-adversarial interview designed to emphasise the concern of the person who is being hurt or elicit some empathy and to come to some agreement as to what the person might do to help the victim. During the meeting the teacher remains calm, empathetic, never angry or indignant and respect is shown for the bully as a person.
2. **Interview with the victim.** This is done in a supportive manner and the aim is to explore ways in which the victim can behave to minimise the chances of the bullying being repeated. This may involve the victim being shown assertive behaviour or reducing behaviour which may be provoking the bullies.
3. **Follow-up with bullies and victims.** It is essential that daily follow-up takes place. This involves asking the bullies individually how they have followed through what they agreed to do to help the victim, and asking the victim how they are progressing and whether or not there have been any further incidents. The follow-up is initially carried out daily, then tapered off if all is going well.
4. **If the bullying behaviour does not stop** as a result of this intervention, then the usual sanctions of the Student Welfare Policy will be implemented. There will be a need to keep working with the victim at this time to support them and make sure that they continue to problem solve to try to make sure that there is not something else they can do to prevent the bullying from re-occurring.

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Process at CWPS

- PIKAS method used to resolve the issue as first recourse.
- Parental interviews (victim / bully/s)
- Disciplinary action may be necessary (refer to DEC Discipline Policy)
- Suspension – (refer to DEC Discipline policy)
- Follow up after bullying incidents have been resolved
- Counselling may be required with the school counsellor (victim / bully)
- Victims are provided with counselling and appropriate strategies to deal with bullying incidents and opportunity to rehearse these.

When an incident is reported, investigation will commence promptly. Where possible, parents/carers will be notified of the investigation's outcome within five working/school days.

Communicating Bullying Plan and Procedures

It is important that at least once each year, the whole school community is reminded of the school's Anti-Bullying Policy. This will be done through the school weekly Newsletter. It is important to reemphasise at this time that it is all right for students to tell if they are being bullied.

Professional learning regarding these procedures needs to be done every two years or when there is a significant change in staff in any one year. At this time an evaluation of the Anti-Bullying Plan will take place. At these times it may be necessary to survey the students, staff and parents to see how widespread the bullying is at our school.

The Principal / Delegate will follow DEC guidelines and report incidents involving assaults, threats, intimidation or harassment to the Police, Child Wellbeing Unit and/or Community Services where appropriate.

Parents are able to appeal decisions made by the school by accessing the Department of Education and Communities Complaint Handling Policy. This is located at: Complaints Handling Policy

https://www.det.nsw.edu.au/policies/general_man/complaints

Additional Information

In consultation with the school community, Carlingford West Public School will review this plan at least every three years. This will be communicated to the school community through the P & C Association, the school website and the newsletter.

Youth Liaison Police Officer– Castle Hill Police – Senior Constable Rob Paterson

Kids Helpline <http://www.kidshelp.com.au/> 1800 551800

Principal's comment

This anti-bullying plan has been developed in consultation with staff and community members. This plan is underpinned by the school's anti-bullying policy.

Andrew Williamson
PRINCIPAL

Plan developed August 2015 in consultation with the following Carlingford West PS staff:

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Kay Boshier	Counsellor
Michelle Brierley	Learning Support Teacher

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