# Colo Vale Public School

**ANTI-BULLYING PLAN AND PROCEDURES**

**2011**



**Effort Rewarded**

*Revised July 2011*

## Colo Vale Public School

**Abstract**

This policy sets out the requirements for dealing with bullying behaviour at Colo Vale Public School. It includes a framework and procedures to implement strategies in identifying, reporting and dealing with bullying behaviours. This plan complements the schools Student Welfare, Discipline Policy and Values, Rules and Responsibilities.

**Context**

* Colo Vale Public School fosters an inclusive environment, where diversity is affirmed and individual differences are respected.
* Quality education is provided for students to meet their learning needs in a secure, ordered and supportive environment.
* The focus of quality education is for students to learn and grow with confidence. Students develop best in schools where teaching and learning occur in an environment that supports student welfare.
* The well-being, safety and health of students inform school policies, programs and practices.
* Partnership with parents, care-givers, students and the wider community is central to the success of this process.

**Policy Statement**

**Bullying is serious and is NOT acceptable in any form**

Students have the right to expect that they will spend the school day free from the fear and experience of bullying, harassment and intimidation. This includes bullying behaviour from students and adults.

Bullying has long term effects on those engaging in bullying behaviour, those who are the subjects of bullying behaviour and the onlookers or bystanders.

Bullying devalues, isolates and frightens and has a direct effect on an individual’s ability to achieve.

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

# AT Colo Vale Public SCHOOL WE follow a philosophy of respect

Respect Yourself

We do this by ensuring we take responsibility for our learning and behaviour.

Respect Others

Do not hurt anyone by what we say and what we do.

We do this by working with others in a positive way.

Respect the Environment

We do this by taking care of our school and its facilities.

**Program Aims**

1. To support our school as a Peaceable School Community.
2. To reduce bullying.
3. To support the implementation of the Student Welfare and School Discipline Policy.
4. To enhance the school and community partnership to implement our consistent values of trust, respect, care, responsibility and cooperation.

**Definition**

According to the Department of Education and Training Guidelines, bullying can be defined as intentional, repeated behaviour by an individual or group that causes distress, hurt, or undue pressure. It involves the abuse of power in relationships. Cyberbullying refers to the bullying through information and communication technologies. It can involve all forms of harassment, humiliation, domination and intimidation of others.

Bullying behaviour can be:

* **Verbal** e.g. name calling, teasing, abuse, put-downs, sarcasm, insults, threats, extortion.
* **Physical** e.g. hitting, punching, kicking, scratching, spitting, demanding money or possessions, rough games and grudge matches, setting up gang fights in the playground, out of bounds or on the way home.
* **Social** e.g. ignoring, excluding, alienating, making inappropriate gestures, persuading friends to gang up on each other, rude facial expressions and body language.
* **Psychological** e.g. spreading rumours, “dirty looks” and prolonged staring, hiding or damaging possessions, writing rude or inappropriate notes or pictures, ***cyberbullying*** including inappropriate use of social networking media and informational technology such as texting. Behaviours that are designed to control or coerce e.g. “Do this or else” or setting up children to be the butt of jokes or social isolation.

**Strategies for Addressing Bullying**

Ultimately, strategies to prevent bullying will only be effective when placed within the context of a culture in which respect for others is consistently taught and demonstrated across all facets of school life.

**Strategies to prevent bullying will fall within the following broad categories:**

* Clear commitment to our belief of a safe and secure learning environment.
* Clear school rules, boundaries and expectations “Respect others-Do not hurt anybody by what you say or what you do”.
* Recognition that bullying is a concern for all stakeholders of the school community. This expectation is communicated that bullying is an unacceptable behaviour from students and adults. *This includes adults approaching children or other adults inappropriately.*
* Establishing a collective responsibility and conscience by promoting the importance of bystander responsibility including speaking up for our values, refusing to “egg on fights” and actively promoting a peaceful resolution. We can work it out.
* Implementation of a Social Skills program K-6, developing a culture of caring, respect, trust, cooperation and compassion. This is based on both NSW’s Department of Education and Training’s Values of Education and specific Anti-Bullying Training and social skills.
* Promotion of clear reporting and restitution strategies to reduce re-offending behaviours.
* Education of staff, students and community regarding bullying and in implementing the school’s Anti-Bullying plan.
* Awareness rising of the importance of punctuality to class, active supervision and the need to challenge unacceptable behaviour.
* Modeling more positive ways of resolving conflict, such as working co-operatively within the classroom and playground.
* Adherence to the guidelines set down in the school’s Discipline Policy.

**Intervention and support**:

* Help for the victims and the perpetrators. There is a reason for all behaviour and this will need to be addressed.
* School initiatives include organized play where possible, preventative social skills training and behaviour support programs for students with challenging behaviours.
* Bullying Reports can be placed in the Banksia Box located in the office to provide a discrete reporting system if a child is feeling uncomfortable reporting to a teacher or parent.
* Parents are encouraged to report and share information with the school.
* The school will review any patterns of bullying incidents and take further preventative action.

The school will adhere to the guidelines set down in the school’s Discipline Policy.

**Evaluation**

The school will collect data on bullying through verbal and written discussion, safety audits or surveys, bullying notifications and detention slips.

As a school community, we are expected to:

* Model;
* Guide; and
* Implement the Anti-bullying Procedures.

The school will report to the community through the Annual School Report.

**Responsibilities**

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| **Students have a responsibility to:**   * Behave appropriately, respecting individual differences and diversity. * Follow the school Anti-bullying plan. * React to incidents of bullying according to school procedure. * Be a supportive bystander and help prevent bullying. Say no, go and tell. | **Parents have a responsibility to:**   * Support their children in all aspects of their learning. * 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 consistent with the school plan. * Encourage the use of alternative peaceful conflict resolution. * Do not promote ”hit them back”. * Contact the school to resolve issues. * Do not approach other children to work out problems either at school or on the way home. * Notify the school if they observe behaviour of concern. * Support their children in developing positive response to incidents consistent with the school plan. |
| **Schools have a responsibility to:**   * Develop an Anti-bullying plan which clearly identifies unacceptable behaviours and strategies for dealing with bullying. * Inform all stakeholders about the Anti-bullying plan. * Provide students with strategies to respond positively to incidents including responsibilities as bystanders. * Communicate the importance of the parental role in supporting their children. * Follow up complaints of bullying, harassment and intimidation. * Evaluate and update the plan and school practices. * Review the plan with the community every 3 years. | **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 plan. * Support, praise and reward appropriate behaviour. * Teach conflict resolution. * Implement Social Skills Program. * Promote a peaceable culture. |

Our school supports and informs students K – 6 on strategies to deal with bullying behaviours through the annual implementation of a Comprehensive Social Skills Program.

**ANTI-BULLYING PROCEDURES**

**If bullying occurs:**

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| **Students**:   1. **Say: “NO!” GO and TELL a teacher** immediately. 2. **Or write a report and put it in the Bansksia Box** if you are scared. 3. This begins a process which has been set by the school policy. **Your report will always be taken seriously**. 4. Tell your mum and dad. | **Staff:**  If a student reports bullying, or you witness bullying incidents yourself, you will:   1. **Listen** and acknowledge the seriousness of the report no matter how trivial it may first appear. 2. **Follow the Step by Step Guide.** 3. Inform the child that action has been taken. 4. Remind the child to keep on telling if it should still continue. 5. Monitor the intervention and informally foster mentor relationships. | **Parents/ Caregivers:**   1. **Listen** carefully to your child**.** 2. **Discuss** bullying with your child to ensure they are comfortable in reporting and dealing with the problem according to the schools plan. 3. **Assure** your child that it is not his/her fault that people act this way. 4. Stay calm and get accurate details. 5. **Help** your child practice the strategies in how to handle bullying. 6. **Direct** your child to the school procedures so that something can be done. 7. In cases of serious bullying, you will be automatically informed as per the School’s Discipline Code. 8. **Report any incidents** of bullying to the **Class Teacher** or the **Assistant Principal for the stage.** 9. They will then follow procedural sequence in documenting and remediating the issue. |

**If, as a result of a bullying incident, you believe the child requires further support, refer to the Learning Support Team procedures for a Parent Counsellor Referral or contact the Principal.**

**Information for parents**

* **Listen carefully to your child.**
* **Assure your child that it is not his/her fault that people act this way.**
* **Stay calm.**
* **Get accurate details.**
* **Help your child practice the strategies in how to handle bullying.**
* **Direct your child to the school procedures so that something can be done.**
* **If the problem is continuous, seek support from the school.**



**What if it’s my child who is the bully?**

* **Talk to your child with an open mind.**
* **Find out all the facts from the school.**
* **Do not talk directly to other parents or students about the problem as this can create other problems.**
* **Emphasise that bullying is NEVER acceptable.**
* **Ask for help in dealing with this situation if you feel you need it.**
* **Reward appropriate behaviour.**
* **Encourage kindness.**



**BULLYING – NO WAY!**

**A guide for parents and students.**

***Respect others***

“Do not hurt anybody by what you say or what you do”.

**At Colo Vale, we strive to:**

* **Play and learn safely;**
* **Treat others as we would like to be treated;**
* **Ensure that everybody has the same rights;**
* **Solve problems peacefully.**

**Bullying occurs when someone deliberately and repeatedly hurts or frightens others.**

**Bullying is damaging to both the person who does it and the person who is the victim of it.**

**Bullying can be physical, verbal or psychological.**

**Examples include:**

* **Cyberbullying**
* **Texting nasty comments or images**
* **Threatening actions or gestures;**
* **Hitting or kicking;**
* **Put-downs;**
* **Teasing;**
* **Spitting;**
* **Stealing, hiding or damaging property;**
* **Dirty looks or prolonged and repeated staring;**
* **Leaving others out;**
* **Writing notes;**
* **Setting up children as the butt of jokes.**

**How to handle bullying.**

* **Be firm and strong even if you don’t feel that way. Look them straight in the eye and stand tall. Tell them to leave you alone and walk away.**
* **Discourage other children from bullying.**
* **Avoid them. Walk away. Make sure you are not alone with them. Stay in sight of an adult.**
* **Ignore them. Pretend you didn’t hear the comment.**
* **Find a friend. Play with friendly children.**
* **Don’t fight back. That will only get you into trouble too!**
* **Tell the teacher immediately.**
* **Remember that talking about a problem is NOT dobbing but being responsible. We need to make our school safe for everyone!**

**Say: “NO!” GO and TELL**

**If an incident of bullying occurs, students need to:**

* 1. **Tell a teacher immediately.**
  2. **Or write a report and put it in the Banskia Box.**
  3. **Trust that their report will be taken seriously.**

**Staff will:**

1. **Listen to student’s report of the incident.**
2. **Refer the incident to the Assistant Principal.**

**The school will:**

1. **Record the incident.**
2. **Decide upon an appropriate course of action, depending upon the severity of the incident and follow the School Discipline guidelines.**
3. **Inform the Class Teacher, Stage Supervisor or Principal. Discuss at a Learning Support Meeting if appropriat**