Anti-bullying Plan
Banksia Road Primary 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.

This plan has engaged input and discussion from teachers, parents and students. The school’s PBIS committee has led discussion, utilized school data and developed a comprehensive program for the explicit teaching of social skills and expectations. The school executive in partnership with the PBIS committee regularly review and evaluate these programs and utilizes the SRC & P&C as a source for reflection on the effectiveness of the school’s strategies and programs.

Statement of purpose

Bullying is repeated oppression, psychological or physical harm, of a less powerful person or group of persons. (Rigby, 1996:15)

Bullying is unacceptable. Students, teachers and parents must have a clear and common understanding of what bullying is and is not. The school takes all reports of bullying behavior as serious and ensures that all students, and their parents, are aware of strategies to identify bullying and respond appropriately.

Protection

Bullying is the intentional harming or hurting of a person, or their belongings, by another person or persons. It is distinguished by how the targeted person feels.

Bullying can be physical, verbal or psychological.

Cyberbullying is the use of technology, such as mobile phones and the Internet to intentionally cause harm to another person or damage their reputation.

Bullying is damaging to both the person who does it and the person who is bullied and often perpetuates itself.

For example, bullying occurs when a person ...
- is called names;
- is threatened;
- is put-down;
- is teased in an unkind way;
- is ridiculed;
- has property hidden, damaged, stolen or destroyed;
- is physically hurt;
- has graffiti or messages written about him or her;
- is left out;
- is sent hurtful notes;
- is singled out for unfair treatment;
- is picked on;
- has rumours spread about him or her; and/or
- is stalked or given dirty looks.

It is the responsibility of all members of the school community to provide a supportive and respectful environment where all children feel safe and valued.

Prevention

Strategies for bullying prevention include:
- active PBIS – Student Welfare committee
- explicit lessons taught through PBIS program
- consistent recognition and promotion of appropriate behaviours through Merit system
- clear expectations of behaviour and consequences
- teacher nominated as anti-bullying contact
- active SRC and student leadership program
- clear and prompt communication with parents
- individual support plans for students at risk
Anti-bullying messages are embedded into each curriculum area and every class through:

- implementation of PBIS expectation matrix for appropriate behaviour
- consistent reinforcement of the school’s mantra – “We are safe, respectful learners”

**Early Intervention**

Early detection of students at risk of being bullied or bullying is an important step in the prevention of bullying. This is addressed through:

- discussion at enrolment interview
- formal and informal meetings with parents
- teacher observation and referral to Learning Support Team

**Response**

Strategies to empower the school community to recognise and respond appropriately to bullying, harassment and victimization and behave as responsible bystanders include:

*Students*
- following the action plan,
- not retaliating with physical or verbal bullying
- telling an older person who will take action

*Parents*
- watching for signs of distress in your child
- listening to your child
- giving assurance and support
- discussing the action plan with your child
- advising your child to tell a staff member
- informing your child’s class teacher of suspected bullying
- attending interviews at school

*Staff*
- be role models in words and actions
- ensure students feel
  - safe and valued in the classroom
  - are listened to
- be observant of signs of distress or suspected incidents of bullying
- encourage students to ask for help when needed
- report bullying
- follow the procedures for reporting bullying behaviour every time
- implement on-going ant-bullying strategies in the classroom

**TEACHER’S RESPONSIBILITY**

It is the responsibility of teachers to:

- take all reports of bullying behaviour seriously and follow the procedures
- use appropriate resources to give explicit instruction on recognising bullying and anti-bullying behaviours.
- give explicit instruction of what bullying is and how to report it
PROCEDURES for REPORTING BULLYING

It is everyone’s responsibility to report bullying. This may be done by:

* telling a teacher or trusted adult
* sending an email to the school’s anti-bullying email account at: Banksiard-p.reportbullying@det.nsw.edu.au

When a report has been made:

* where appropriate the a meeting is held with the reporter and an Assistant Principal or Principal to discuss seriousness of the incident and carry out investigation
* where a student has been clearly displaying bullying behavior a behavior form is completed by the teacher or Assistant Principal or Principal and the parents of this student are contacted.
* the child reporting the bullying or being bullied is counseled and provided with support and strategies to address bullying. This may include, but is not limited to counseling and individual social skills programs. School and parent consultation and cooperation are essential.

Reports of bullying are a priority and are dealt with in the shortest timeframe possible. Email reports are responded in the first instance on the next school day.

Student anti-bullying action plan:

If you are being bullied or harassed in the playground ...

- take a deep breath,
- look directly into the eyes of the person attempting to bully you,
- speak in a firm, clear voice and say firmly, “Stop that, I don’t like it!”, and using STAND (see below#)
- Go directly to your teacher (or the teacher on duty if you are in the playground) if the attempts to bully you don’t stop, be sure to report what happened.

Any further incidents of bullying or threatening behaviour by the same person may result in him/her ...

- sitting in the time-out area in the playground or classroom
- being on detention to consider more appropriate behaviour
- having parents contacted by the school and informed of the bullying behaviour
- being suspended from school

If you witness bullying behaviour always report it.

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Stop

Take a step back

Ask them to stop

Never fight or swear

Duty teacher
LETTING THE COMMUNITY KNOW
School policies and procedures are communicated through the school newsletter, parent education programs and information sessions and the school's website.

Regular updates on all aspects of student welfare are given at P&C meetings and individual parent meetings.

MAKING FORMAL REPORTS OF BULLYING
Should an incident constitute that:

- there has been a breach of the law the school will refer the incident to the police.
- the student is at risk of significant harm the school will refer to the Child Well Being Unit and/or Department of Community Services

Should a concern or complaint regarding procedures the Department's Policy for Complaint Handling will be followed.

IDENTIFYING PATTERNS OF BULLYING BEHAVIOUR
The school utilises a systematic data collection and student tracking system to identify patterns of behaviour, attendance and academic achievement and support. This data is regularly updated and analysed by the Learning Support Team for planning and action. This data provides clear and concise information relating to the incidence of bullying and related behaviours.

The school's PBIS team conduct an evaluation of the school's ‘Student Welfare Policy’ including Anti-bullying Plan each year.

Additional Information
School Counsellor – Helen Becker
Police Youth Liaison Officer (YLO) 
Kid Helpline
Child Well Being Unit

Principal's comment
Bullying is unacceptable and all member of our school community have the responsibility to report incidents of bullying and provide a safe and supportive environment of our students.

Banksia Road has strong anti-bullying policy and practice. We are continually evaluating our practice and are keen to ensure our anti-bullying procedures are best practice.

POLICY DEVELOPMENT TEAM
Jenny Eggins – Principal
Brian Perrett – Assistant Principal
Sandra Christodoulos – Assistant Principal
Nicole Capra – Assistant Principal
Kelly Dean-Wilcocks – Classroom Teacher
Kylie Elakhras – P&C President

School contact information
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