

GRANVILLE SOUTH CAPA HIGH SCHOOL

Preventing and Responding to Student Bullying

Policy date: 26/04/2017

Rationale

Granville South CAPA High School does not tolerate bullying in any form. All members of the educational community are committed to ensuring a safe, respectful and responsible environment that promotes personal growth and positive self-esteem for all.

Definition of Bullying Behaviour

Bullying is a 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 behaviour through information and communication technologies, any form of social media and smart phones.

Bullying behaviour can involve humiliation, domination, intimidation, victimisation, and all forms of harassment, including that based on race, sex, disability, homosexuality or transgender. Bullying of any form or for any reason can have long-term effects on those involved, including bystanders.

Rudeness, behaviour that is not ongoing, conflict or fights between equals or single incidents that are not ongoing are not defined as bullying.

Face-to-face bullying behaviour may include

- Repeated teasing
- Repeated name calling and put-downs
- Leaving someone out of a group
- Spreading harmful rumours about someone
- Repeatedly threatening someone with or without violence
- Coercing someone into giving up their property
- Forcing others to do something against their free will
- Stealing from others
- Not allowing another person to voice an opinion
- Mimicking others
- Making decisions for another person
- Telling someone who they can have as a friend
- Repeatedly inflicting physical harm on someone
- Making inappropriate comments about another person's personal matters including health, allergies, anaphylaxis

Cyberbullying may include

- Flaming heated exchanges via social media, texting, calling etc.
- Harassing and threatening messages, eg. 'text wars', 'griefers', by mobile phone, facebook, snapchat, twitter emails etc.
- Denigration – sending nasty SMS, pictures or prank phone calls, 'Slam books' (websites or negative lists)
- Impersonation – using a person's screen name or password, e.g sending a message to a hate group with personal details.
- Outing or trickery – sharing personal information, pictures or messages with others
- Posting set-up images/video, e.g 'happy slapping'
- Ostracism – intentionally excluding others from an online group, e.g Knocked off buddy lists
- Sexting – sharing explicit material by mobile phone
- Using mobile phones, facebook, email etc. to spread harmful rumours about someone.

Responsibilities for preventing bullying

It is the responsibility of the members of the school community to abstain personally from bullying others in any way, to actively discourage bullying when it occurs, and to give support to those who are involved. All individuals in the educational community, including students, staff, teachers, other workers and parent(s)/carer(s) have the right to be free of bullying and if it occurs, to be provided with help and support.

Students have a responsibility to

- Behave appropriately, respecting individual differences and diversity
- Behave as responsible digital citizens
- Follow the school "Preventing and Responding to Bullying" policy (pp4,5)
- Behave as responsible bystanders
- Report incidents of bullying to a trusted member of staff.

Bystanders and student leaders SRC/SLG

Bystanders are people who are present when an incident of bullying occurs. Bystanders are also people who are aware that bullying or cyber-bullying is occurring. Bystanders have a responsibility to intervene in bullying incidents, either by reporting the incident to staff or defending the victim verbally during incidents of bullying to diffuse the situation. Student leaders SRC/SLG are expected to be positive role models.

Parents and caregivers have a responsibility to

- Support their children to become respectful and responsible citizens and to develop a respectful and responsible on-line behaviour
- Be aware of the school policy and assist their children in understanding bullying behaviour
- Support their children in developing positive responses to incidents of bullying consistent with the school policy
- Report incidents of school related bullying behaviour to the school by contacting the school on **98922654 (refer p4)**
- Work collaboratively with the school to resolve incidents of bullying when they occur.

Teachers and the school community have the responsibility to

- Model and promote positive relationships that respect and accept individual differences and diversity within the school community
- Support the school's policy through words and actions
- Work collaboratively to resolve incidents of bullying when they occur

The role of the School Liaison Police officer (SLPO) is to

- Increase the positive relationships and remove barriers between the school community and Police
- Implement programs on cybercrime and stalking, bullying and harassment to reduce the incidence of crime and anti-social behaviour amongst youth
- Implement strategies to reduce the incidence of crime and anti-social behaviour, including bullying amongst youth

Procedures for Reporting Bullying behaviour Incidents

Parent Reporting:

Parent(s)/carer(s), who feel that their child may be a victim of bullying, should contact the school on **98922654**. Parent(s)/carer(s) can contact the Deputy Principal, HT Wellbeing, Year Adviser or any other member of staff so the school gets early advice of the incident and can respond in the appropriate manner. At this time, the school procedures for dealing with these incidents will be discussed with the parent. It is essential that the school and the family work together to resolve this matter, and to provide the support needed to the child.

Teachers Reporting:

All incidents of bullying witnessed by staff or reported by students to staff will be investigated. Student(s) have to complete a Student Statement/Report and Staff are to enter the incident in SENTRAL. Teachers may

- Deal with the incident and file student statement
- Refer incident to the faculty Head Teacher of the subject area.
- Refer the incident to Year Adviser, the Head Teacher Wellbeing and or the Deputy Principal or the Principal depending on the severity of the incidents and the nature of the incidents.

Head Teachers Reporting

- Executive members are to contact the parent/carers of the student/s involved to advise them of the situation, and that the school is investigating and will report the outcome.
- Collect incident reports from all involved including bystanders.

Student Reporting:

All reports made by students to staff should be investigated. Students are encouraged to report any incident that they either observe or are involved in. The following is advised

- In the classroom: to the classroom teacher or faculty Head Teacher
- In the playground: to the teacher on duty, or the Head Teacher in the playground
- To and from school: to the Year Adviser, parent, bus driver or a senior student
- At sport: to the supervising teacher
- By completing honestly and accurately a Student Statement/Report and providing this to the staff member reporting to in a timely manner.

Responding to incidents of bullying:

Students

- Bystanders have a responsibility to either inform a member of staff that bullying is occurring or to intervene verbally to defend the victim by requesting that the bullying ceases. It is not acceptable to become involved in an aggressive manner including swearing or physical intervention
- Victims need to inform a teacher that they are being bullied
- Victims must refrain from responding with either verbal or physical aggression. Strategies to avoid conflict include walking away and counting to 10, taking deep breaths and engaging in positive self-talk such as "I'm okay, I can deal with this."

3x3x3 interventions Stage 1- Teachers

Collect (Low level incidents) Student Statement/Report and record incidents/interventions on Sentral. The following may be considered

- Interview students, mediate, lunch time detention or any other appropriate consequence
- Inform Year Adviser
- If there are further concerns refer to the appropriate Head Teacher depending if it is in the classroom or on playground during recess or lunch.

3x3x3 interventions Stage 2- Head Teachers

Collect Student Statement/Report. Discuss, record incidents/interventions on Sentral. The following action may be taken

- Inform the Year Adviser who can be part of the resolution process
- Mediate if that is appropriate
- Exclude from class (for a period)
- Issue detention
- Contact parent/carers and discuss what action has been taken eg detention, faculty monitoring
- Refer to Head Teacher Welfare where student(s) may be referred to external agencies for further support or entered in an appropriate wellbeing program
- refer to the school counsellor where appropriate
- Refer to DP for repeat offenders or serious incidents

3x3x3 interventions Stage 3- Deputy Principals

- Collect Student Statement/Report, record incidents/interventions on Sentral, collect data from Sentral, discuss concerns with Head Teacher presenting incident interview all parties, mediate if that is an appropriate step to take
- Implement the school student management plan regarding incidents of bullying (e.g. withdrawal from the playground, suspension etc.)
- Formal caution/suspension depending on the severity of the case if the student is a repeat offender
- Liaise with parent/carers, school counsellor, Head Teacher Welfare, year adviser and or the School Police Liaison Officer to develop, initiate and implement strategies that redress the issues of bullying and victimisation
- Report incidents of cyber bullying to the police or the School Police Liaison Officer
- Incident reported to the Safety and Security hotline if applicable
- Year adviser and/or Head Teacher Wellbeing to monitor situation as instructed by the Deputy Principal.

For parents/caregivers

- Inform the school on **98922654** and request to speak to the Year Adviser or Head Teacher Welfare or one of the Deputy Principals
- Do not become personally involved by approaching the offending student or the family of the student(s) involved
- Talk with your child about what is happening to them and offer them emotional support and affirmation
- Do not encourage your child to fight the other student
- Report cases to the Police where necessary.

Strategies in place for preventing bullying

- Beyond Bullying program – student survey data, community and family brochures and staff training, anti – bullying lessons delivered by classroom teachers in years 7 and 8 in Learning Skills
- Positive Behaviour for Learning
- Presentations by the School Liaison Police Officer
- Harmony Day
- Integrating bullying and cyber-bullying in Learning Skills for Years 7 and 8 lessons
- Consistent implementation of classroom management strategies as per the school's student behaviour management plan
- Programs designed and ran by agencies such as Woodville Alliance, PCYC
- Anti-bullying lessons are taught across the stage 4 and stage 5 PDHPE syllabus

Assistance for victims of bullying

- School Counsellor
- Student helpline
- Parents
- School Anti-Racism Contact Officer (ARCO)
- Boys and Girls Welfare Advisors
- HT Wellbeing
- Welfare Team members
- School welfare leaders – SRC and Prefects
- All teaching staff
- External support agencies such as Woodville Alliance, GMCC, AYC.

Assistance for the bully

If you think you may be at risk of bullying others or if you have a tendency to engage in any of the bullying behaviours described at the beginning of this document, you should speak to your parents, a trusted teacher, your year advisor, counsellor, etc. The school staff will arrange a meeting with one of the School Counsellors who will recommend a course of action and helpful strategies.

Contact information:

School contact details: 9892 2654

School Liaison Police Officer (SLP)

Constable Dusan Dakic

Parramatta Police Station

Telephone (02) 9633 0799

Email: daki1dus@police.nsw.gov.au

Student welfare advice

If you feel that you need more support or advice, contact Learning and Wellbeing Officer

Public Schools NSW Nirimba Office -telephone number 9208767

Information for staff in school

<https://education.nsw.gov.au/policy-library/policies/bullying-preventing-and-responding-to-student-bullying-in-schools-policy?refid=285776>

Other useful resources and websites

Mindmatters: <http://www.mindmatters.edu.au/>

Kidsmatter: www.kidsmatter.edu.au/

Cybersmart: www.cybersmart.gov.au/

National Coalition Against Bullying: www.ncab.org.au/

Bullying No Way!: www.bullyingnoway.gov.au Safe Schools Hub: www.safeschoolshub.edu.au

Kids Help Line on: 1800 551800