



Education &
Communities

Anti-bullying Plan

Kingsgrove Public School



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 (2011)* of the New South Wales Department of Education and Communities.

The NSW Department of Education 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.

In 2016, Kingsgrove Public School conducted a comprehensive school audit to develop the school's Anti-bullying Plan. Student feedback was collected through representative focus groups, surveys and class discussions, parents and community members' input was sought and provided through surveys, and staff were consulted throughout the process.

The plan will be implemented from Term 3 2017, evaluated on an ongoing basis and formally reviewed once every three years by representatives from all sectors of the school community.

This plan outlines in detail how our school will deal with bullying behavior, including operational guidelines that contain specific strategies for identifying, reporting and dealing with bullying behaviours for students, parents and staff.

Statement of Purpose

The Kingsgrove Public School Anti-bullying Plan underpins the principles of the National Safe Schools Framework committed to ensuring all schools are safe, supportive and respectful teaching and learning communities that promote student well-being.

School Anti-bullying Plan – NSW Department of Education

Every person at Kingsgrove Public School has the right to experience positive and respectful relationships between all members of the school community. They have the right to learn, teach and participate in a happy and safe environment free from bullying. Bullying behaviour is not acceptable.

The purpose of this plan is to provide a clear definition of bullying behaviour, outline how we create a safe and respectful learning environment for our students, where there is zero tolerance for bullying and the processes for preventing and responding to bullying.

Our school, in alignment with our Positive Behaviour for Learning (PBL) framework, believes that all members of the school community have:

- the right to be **respected**
- the right to **learn** or teach
- the right to feel **safe** and secure in the school environment.

Aims of the KPS Anti-bullying Plan

This plan aims to address all forms of bullying that may occur in the school environment and to provide positive strategies for preventing, reporting and managing all forms of interactions that are not acceptable.

The key aims of our plan are to:

- promote a supportive school culture with positive, caring and respectful relationships across the school community

- support all members of the school community to model and promote positive relationships and appropriate behaviour that respects and accepts diversity
- ensure that the school community is aware of what constitutes bullying behaviour, and the signs and evidence of bullying
- ensure that all members of the school community are aware that bullying is unacceptable
- ensure the well-being and safety of students by effectively preventing incidents of bullying
- outline clear procedures that enable staff, community and students to confidentially report and respond effectively to any incidents of bullying that do occur
- encourage students to use the strategies and procedures as set out in the plan and taught by staff in the classroom

Protection

What is Bullying?

Bullying is repeated verbal, physical, social or psychological behaviour that is harmful and involves the inappropriate use of power by an individual or group towards one or more persons which deprives others of their rights. It is usually a conscious desire to hurt, threaten or intimidate someone. A person is bullied when one or more other people expose them regularly and over time to negative or harmful actions.

Bullying can involve humiliation, domination, intimidation, victimisation and all forms of harassment including that based on sex, race, disability,

religion or transgender. Bullying of any form or for any reason can have long-term negative effects on those involved including bystanders.

Discrimination involves unfavourable treatment of one person by another based on prejudice, especially involving race, colour, religion, gender or sexual preference.

Bullying behaviour can take many form including:

1. **verbal** e.g. name calling, teasing, abuse, putdowns, sarcasm, insults, threats;
2. **physical** e.g. hitting, punching, kicking, scratching, tripping, spitting;
3. **social** e.g. ignoring, excluding, ostracising, alienating, making inappropriate gestures;
4. **psychological** e.g. spreading rumours, dirty looks, hiding or damaging possessions;
5. **cyber** (online bullying) e.g. SMS, pictures, sounds, video, emails, instant messaging, chat, and other forms of social media, such as Facebook, Snapchat, Twitter and Instagram.

Note: Conflict or fights between equals or single incidents are not defined as bullying. Conflict are disagreements between individuals that may occur at times. Such incidents are addressed through our discipline and behaviour procedures in the school (*DEC Bullying: Preventing and Responding to Student Bullying in Schools Policy 2011*).

Bullying behaviour typically contains the following elements:

1. An initial desire to hurt
2. Some form of bullying is perpetrated

3. The action is hurtful
4. There is an imbalance of power either physically or psychologically
5. There is no justification for the action
6. It is persistent and repeated
7. The person bullying derives enjoyment from hurting the victim

Responsibilities

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

All members of the school community have the responsibility to:

- be aware of what constitutes bullying behaviour
- 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
- respond to bullying when it occurs according to this plan

Students have a responsibility to:

- behave appropriately, respecting individual differences and diversity
- behave as responsible digital citizens
- follow the school Anti-bullying Plan, including reporting guidelines
- behave as responsible bystanders, by reporting any incidents of bullying that they witness
- participate actively in all social skills and anti-bullying programs

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Parents and caregivers have a responsibility to:

- encourage their children to follow the school expectations to be safe, respectful learners
- support their children to become responsible citizens and to develop responsible on-line behaviour
- be aware of the school Anti-bullying Plan and assist their children in understanding bullying behaviour
- assist and support all students of the school to effectively deal with bullying behaviours according to the school's Anti Bullying Policy.
- report incidents of school related bullying behaviour to the school
- work collaboratively with the school to resolve incidents of bullying when they occur

School Staff/Teachers have a responsibility to:

- respect and support students
- model and promote appropriate behaviour at all times
- have knowledge of school and departmental policies relating to bullying behaviour
- deal with all reported and observed incidences of bullying as set out in this plan and the school's discipline policy
- respond in a timely manner to incidents of bullying according to the school's Anti-bullying Plan.
- provide curriculum and pedagogy and implement anti-bullying programs that support students to develop an understanding of bullying, its impact

on individuals and the broader community and skills and strategies to deal with bullying as per the strategies outlined in this plan

All staff have the absolute “Duty of Care” responsibility to all students at all times.

Prevention

At Kingsgrove Public School, a number of strategies and programs are implemented for bullying prevention.

Targeted Programs

Positive Behaviour for Learning (PBL)

Kingsgrove Public School is a PBL school which provides a framework to collectively support the well-being of every student by establishing positive social expectations. By implementing this program across the whole school, a positive culture is created in which bullying is less likely to occur and students' well-being is a priority for all. Students are explicitly taught social skills and appropriate positive behaviours in order to be able to engage successfully with others.

Bounce Back Social Skills Program

The Bounce Back Program is a preventative whole-school social and emotional learning curriculum program to promote positive mental health, wellbeing and resilience for students and teachers.

The program includes anti-bullying lessons and provides teachers and students with a framework to raise an awareness of bullying behaviour and targets preventative strategies for dealing with bullying in a variety of social situations.

School Anti-bullying Plan – NSW Department of Education and Communities

Social Skills Program

Through our Learning Support Team, students are identified and provided with supported to develop social skills. The principles upon which the social skills program has been developed include:

- social skills are related to all aspects of school behaviour
- all students, not just those with difficulties, benefit from learning social skills
- learning is most effective when students are directly taught how to use social skills and provided with opportunities to practice these

Our school implements the Skills Streaming Social Skills Program. Some of the targeted social skills within the program include listening, using nice talk, friendship making skills, dealing with feelings, alternatives to aggression and dealing with mistakes and difficult situations.

Restorative Justice

At our school we utilise the Restorative Justice approach in which incidents of misbehaviour are used as an educative opportunity for repairing harm, by fostering more socially responsible relationships and behaviours that take others' perspectives into account. This is achieved through carefully structured opportunities for individuals to understand the impact of their actions, recognise their social responsibilities and make amends to those who have been affected.

Some responsive strategies include the use of Restorative Questions within a circle or conferencing format, with the intention of repairing the wrong that happened as a result of the behavior. The Restorative Questions ask the student to consider: What happened? Who did it impact? How do you make it right?

Whole School Anti-bullying Program

In Term 1 of each year, all students in class will participate in an anti-bullying/pro-social behaviour program, developed with the support of the resources and strategies developed by *Bullying: No Way* (Government initiative) and *Bounce Back* (Resilience program). Additionally, all K-6 students will participate in Circle Time each week, with the purpose of engendering a co-operative approach to problem solving. Students are taught strategies such as Stop, Think, Do when responding to difficult situations.

Additional Prevention Strategies Implemented at KPS

- Throughout the school year, students will participate in activities during a number of significant events to support bullying prevention, including the National Day of Action Against Bullying And Violence, Multicultural Day, Harmony Day, White Ribbon Day, NAIDOC Week and other events which promote inclusion.

- In order to prevent bullying behaviours occurring on the playground during unstructured play, students will be provided with equipment and taught appropriate games in order to encourage positive social interactions. Teachers will actively monitor students in all areas on the playground to resolve any issues as they occur.

- Bullying awareness will be encouraged in the school community through assemblies, the newsletter and other methods of online communications including the school website and Facebook page.

- Teachers will participate in professional learning around bullying, particularly related to cyberbullying.

- Transitions programs in Kindergarten, Years 2-3 and Years 6-7 are developed and implemented to support students making big changes at school.

-Students take part in leadership opportunities to participate in small focus groups with student leaders.

Early Intervention

Some students are identified as being at risk of bullying or developing long-term difficulties with social relationships. Some students are also identified as using bullying behaviour.

Those students who are at risk of being ongoing victims of bullying will be encouraged to report directly and immediately to a member of staff that 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. These early intervention arrangements for students at risk will be communicated to all teaching staff.

There are a number of ways our school supports students at risk of being bullied or exhibiting bullying behaviours. These include:

- referral to the Learning Support Team, PBL and Welfare teams to plan strategies and monitor bullying on an ongoing basis

- participation in social skills programs e.g.

- Bounce Back K-6
- PBL rules lessons
- Anti-Bullying program K-6
- Skills Streaming

- collaborative development of a plan of action on how to cope with situations including recording of behaviours and weekly parent/teacher communication

- participating in activities which provide leadership opportunities among the students
- the explicit teaching of strategies to cope with bullying, for example 'brave talk' and 'bystander training'
- working with parents on how to support their children e.g. through newsletters, brochures, parent information sessions.

At our school, students who experience ongoing difficulty with behaviour are supported through a Behaviour Support Plan. This is a document designed to assist individual students who have experienced harm, are at risk of harm, or have caused harm to others. Targeted plans can be developed for students who have been diagnosed with severe behavior disorders; students who have bullied others; students who have been bullied; students who display difficult, challenging or disruptive behaviours; as well as students who can benefit from well-being support.

Response

At Kingsgrove Public School we are committed to providing a safe, respectful, supportive environment. In the event bullying does occur, all students are to report this to staff knowing that incidents will be investigated and dealt with promptly and professionally. Our school has a clear plan to respond appropriately to incidents of bullying. Our welfare and discipline policies are also implemented alongside this plan.

Responding to Reported Incidents of Bullying:

The procedures for reporting any incident of bullying are as follows:

- Students are to report all incidents of bullying to a teacher immediately. Any teacher or staff member who witnesses a bullying incident will intervene immediately and follow the response outlined in this plan. Any parent/caregiver with concerns about bullying should contact the school immediately.

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- All bullying incidents are to be dealt with professionally by teachers, Executive and Principal (depending on the severity). These issues will be dealt with immediately or as soon as practically possible. Incidences which involve racism will be directly referred to the school ARCO.

- Teachers and executive staff will contact the parents of the student being bullied and the student doing the bullying when it is investigated. All staff will also be informed confidentially so they can monitor these students.

- All incidents of bullying will be tracked, monitored and reviewed by the school welfare/LST Team. In the event the bullying continues, the incidents will be managed through meetings with the victim and the bully, individually, and in some cases together to resolve the issue.

- Repeated instances of bullying by a student will be managed using the school's Welfare and Discipline guidelines. Such action may result in suspension in accordance with these guidelines. Any bullying behaviour involving physical violence is referred to the Principal.

- A support program may be employed for the victim of the bullying behaviour with the assistance of the School Counsellor or Principal. An Individualised Behaviour Support Plan may also be deemed appropriate for the bully to be developed in conjunction with the Wellbeing/LST Team.

- Students will be supported by the school Counsellor if anxious after bullying or experiencing ongoing bullying.

Response Plan

The response plan below is a flowchart which outlines the processes and procedures used by Kingsgrove Public School to respond to reported incidents of bullying.

Additional Reporting Guidelines

The parents/caregivers of students involved bullying incidents will be notified and continually updated on the steps that are being taken via telephone, written form or through parent meetings within the bounds of privacy legislation as part of the management of incidents.

Any incidents involving serious violence, illegal drugs, weapons or major criminal activity will be reported to the School Safety and Response Hotline and to the local police. Incidences involving assaults, serious threats of harm, intimidation or harassment may be reported to the police via the school principal.

Child Wellbeing Unit

In 2010, the NSW government introduced new legislation and procedures for child protection called “Keeping Them Safe”. Under this legislation, the government established a threshold of “significant harm”. The Department of Community Services (DoCs) will act when the threshold is met. In situations where there are immediate concerns for a student’s safety, welfare or wellbeing due to physical or psychological harm the school principal will be notified and the Child Wellbeing Unit, or Community Services will be contacted. The school has mandatory procedures (a decision making tree) through which senior staff have to work before they contact DoCS. In serious and urgent matters, the school will contact the police.

Where relevant the Wellbeing Team with the support of the Principal may report incidents of bullying to the Child Wellbeing Unit, who may advise that Family and Community Services are informed. Contact with the local Police Youth Liaison Officer may also be deemed appropriate.

The Mandatory Reporter Guide can be used to determine appropriate action: www.keepthemsafe.nsw.gov.au.

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Complaints Handling

The Complaints Handling Policy establishes the standard approach to resolving complaints, including complaints about the way a reported incident of bullying has been managed. It is required that it be used in all learning and working environments of the Department of Education and Communities.

Kingsgrove Public School implements the Department of Education Complaints Handling Procedures. The Principal deals with formal complaints by following the procedures outlined in the policy at www.dec.nsw.gov.au/about-us/how-we-operate/how-we-handle-complaints.

Anti-bullying Plan Review

The Anti-bullying plan is available on the school’s website and communicated through the school newsletter and the school P&C.

The effectiveness of the plan will be reviewed annually through the Annual School report using school surveys, feedback, records of incidents and observations. The School Community will be surveyed on the effectiveness of our schools’ Anti-bullying Policy. All student welfare incidences will be addressed at our weekly Learning and Support meetings.

Additional Information

Hurstville Police Station

To speak to the Police Youth Liaison Officer, phone the local police command and ask to speak with a Youth Liaison Office.

Phone: (02) 9375 8599

Kids Helpline

Phone: 1800 551 800

Principal's Comment

This plan has been endorsed by the principal of Kingsgrove Public School.

B. d'Astoli

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School Anti-bullying Team

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KINGSGROVE ANTI-BULLYING POLICY: RESPONSE FLOWCHART

