

BIGGA PUBLIC SCHOOL FRIENDLY SCHOOLS
AND FAMILIES POLICY
(POLICY STATEMENT ON ANTI-BULLYING INCLUDING CYBER BULLYING)

Bigga Public School is committed to providing a safe and secure environment promoting personal growth and excellence by developing confidence and self esteem.

Our school does not tolerate bullying and expects all members of the school community to treat each other with respect and dignity.

We believe that everyone has the right to feel safe and valued and every member of the school community has a responsibility to ensure that this happens.

Definition of Bullying

Bullying is:

- Repeated and unjustifiable behaviour.
- Intended to cause fear, distress and/or harm.
- Physical, verbal, psychological, relational, cyber.
- By a more powerful individual or group.
- Against a less powerful individual unable to effectively resist. General

Rights and Responsibilities

Students	
Rights	Responsibilities
To feel safe	To respect yourself
To learn	To respect others
To be respected	To use common sense
To be valued	To support others
To receive support and assistance from staff, parents and the Department of Education as required.	
Teachers	
Rights	Responsibilities
To feel safe	To treat students with respect
To teach without interruption	To plan interesting lessons
To have contact with parents that is not threatening- without fear	To inform parents of concerns and meet with them for arranged interviews.
	To communicate issues with other staff members
	To educate the victim with useful strategies.
	To provide support for children engaging in bullying behaviours to develop skills and strategies which promote healthy relationships.
Parents	
Rights	Responsibilities
Teachers will listen to parents in a respectful manner and follow up on issues where appropriate.	To meet with teachers, in a calm, respectful manner.
Students will interact with parents in a respectful manner.	To interact with all students and all parents in a respectful manner.

Guidelines for Management of Bullying Behaviour

Physical Bullying

Direct Bullying

- Hitting, slapping, punching
- Kicking
- Pushing, strangling
- Spitting, biting
- Pinching, scratching
- Throwing things e.g. stones

Indirect Bullying

- Getting another person to harm someone.

Staff Responsibilities

- Try to prevent further physical violence by using Department approved procedures. Crisis Management Plan & Legal Issues Bulletin No 9.
- Seek assistance where necessary.
- Remove other students potentially at risk.
Say: Everyone move to (and point to the specific area).
- Isolate children.
- Allow "cool down" time.
- Investigate fully, details with both parties.
- Complete Critical Incident Report where necessary. (This is to be determined in discussion with the Principal as well as determining suitable consequences.)
- Notify parents as necessary.
- More serious incidents need to be reported to the Principal because violence and threatened violence are suspendable offences.
- Seek in-school support e.g. School Counsellor.
- Implement regular class forums/programs about bullying.
- Hold regular class discussions to address issues of bullying within school.
- Implement a peer support/ buddy initiative to support younger students.

Student Responsibilities

- Report incident to teacher as soon as possible.
- Follow teacher directions (to stop, move to a safe zone).
- Take time to calm down.
- Take time to reflect on actions.
- Discuss incident with teacher honestly including ALL relevant details including their role.
- Accept consequences/punishment in a respectful manner.
- Bystander students have a responsibility to appropriately support students being bullied and notify teachers of any incidences.
- Older students have a responsibility to support younger students/buddies.

Parent/Community Responsibilities

- Listen to the reporting teacher and discuss the incident & related issues in a calm & respectful manner.
- Work with teacher/school to resolve the matter.
- If a child informs of an incident that has not been communicated to teachers, parent to contact class teacher at school as soon as possible.
- To educate their children with useful strategies to deal with bullying behaviours.

VerbalBullying

Direct

- Mean and hurtful name-calling
- Hurtful teasing
- Stealing
- Demanding money or possessions

Indirect

- Spreading nasty rumours, including writing notes, sending texts, emails, phone and cyber bullying.
- Trying to get other students to not like someone.

Staff Responsibilities

- Investigate fully details with both parties.
- Parties given reflection time.
- Discuss with children ways to restore a positive relationship including an apology.
- Notify parents.
- With stealing and demanding money or possessions, parents need to be informed of the incident and then monitor for early warning signs of re- occurrence.
- Negotiate to have all removed items returned to owner, all damaged items repaired or replaced.
- With passive/aggressive behaviour, where students try to get other students to not like someone, this behaviour needs to be discussed in staff meetings (Student Welfare section) and referred to the School Counsellor for help if necessary.
- Monitor for early warning signs of re-occurrence. Staff to be made aware of situation and monitor.
- Seek in-school support e.g. School Counsellor.

Student Responsibilities

- Report incident to teacher as soon as possible.
- Student to have reflection time.
- Student to have discussion with teacher.
- Return all removed items to teacher or student.
- Repair or replace all damaged items.
- Student to work with Counsellor as appropriate.
- Bystander students have a responsibility to be involved in the resolution process.

Parent/Community Responsibilities

If a child informs of an incident then

- Parent to contact class teacher/school as soon as possible.
- Parents to work with teacher/school to resolve matter.
- Assist their child to return removed items.
- Assist their child to organise the repair of damaged items.
- Pay for the replacement of damaged items as necessary.

Non-Verbal Bullying

Direct

- Threatening and/or obscene gestures.

Indirect

- Deliberate exclusion from a group or activity.
- Removing and hiding and/or damaging other's belongings.

Staff Responsibilities

- Investigate details with both parties.
- Isolate children.
- Allow "cool down" time.
- Negotiate to have the excluded child join that group or activity or find a suitable alternative.
- Negotiate to have all removed items returned to owner, all damaged items repaired or replaced.
- Inform principal and parents if issue becomes ongoing.
- Seek in-school support (e.g. School Counsellor) for ongoing issues.

Student Responsibilities

- Notify teacher if behaviour is not observed by teacher.
- Take time to reflect.
- Discuss honestly with teacher including **ALL** relevant details including their own role.
- Accept consequences/punishment in a respectful manner.
- Participate in counselling (with teachers, other students and/or School Counsellor) with the aim to improving skills and strategy base with interpersonal relationships.

Parent/Community Responsibilities

- Listen to the reporting teacher and discuss the incident & related issues in a calm & respectful manner.
- Work with teacher/school to resolve the matter.
If a child informs of an incident that has not been communicated to teachers, parent to contact class teacher at school as soon as possible.

CyberBullying

Direct

- Sending harassing, offensive and or threatening texts, emails, images or posts on social media sites.

Indirect

- Spreading nasty rumours, including sending texts, emails, images, posting on social media sites.

Staff Responsibilities

- Investigate details with all parties.
- Inform parents if issue becomes ongoing.
- Discuss in staff meetings (Student Welfare section).
- Provide the student/s with relevant strategies to deal with cyber bullying incidents.
- Seek in-school support (e.g. School Counsellor) for ongoing issues.
- Remind students of the schools Acceptable Usage Agreement.

Student Responsibilities

- Report incident to teacher as soon as possible.
- Take time to reflect.
- Discuss honestly with teacher including **ALL** relevant details including their own role.
- Accept consequences/punishment in a respectful manner.
- Student/s to work with School Counsellor as appropriate.
- All students indirectly involved have a responsibility to take part in the resolution process.
- Follow the schools Acceptable Usage Agreement.
- Participate in counselling (with teachers, other students and/or School Counsellor) with the aim to improving skills and strategy base with interpersonal relationships.

Parent/Community Responsibilities

- Listen to the reporting teacher and discuss the incident & related issues in a calm & respectful manner.
- Work with teacher/school to resolve the matter.
- If the child informs of an incident, parent to contact class teacher at school as soon as possible.
- Ensure students adhere to the school Acceptable Usage Agreement.

Possible Consequences for Positive Behaviour

Daily

- Verbal praise
- Stamps and stickers
- Fish Charts

Weekly

- Fish Philosopher
- Class Awards chosen at teachers discretion

Term (twice per term)

- Book Award (Fish Philosopher)
- Special Awards

Yearly

- End of year movie or school outing

Possible Consequences for Negative Behaviour

- Details of incident will be recorded on behavior referral form with weekly monitoring of behaviour by staff.
- Children will be asked to apologise where appropriate.
- Privileges removed
- Parents contacted of all students involved in incidents of bullying - those displaying the bullying behaviour and the victim/s .
- Repeated negative behaviours (3 referrals) results in isolation during recess, lunch or from class group during lessons times as required and parents will be contacted.
- Serious incidents or ongoing negative behaviours (more than 3 referrals) will result in a Parent/ Student/Principal interview.
- Suspension in accordance with NSW DET Guidelines.

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(POLICY STATEMENT ON ANTIBULLYING)

Communication of Policy-The policy will be presented to Staff at a Staff Meeting and the School Community through a Friendly Families Forum and also distributed in the School Newsletter. All members of the school community are provided with a copy of the policy.

Monitoring and evaluation-The school will collect and analyse appropriate data on the nature and extent of bullying. We will use Suspension data, Quality of Life Surveys and anecdotal evidence in the ongoing monitoring process.

Regular forums involving all stakeholders will be held to inform the whole school community about the implementation of this policy.

The policy will be reviewed annually (Term 2 each year) which will provide opportunities for reflection and renewal.