



ANTI BULLYING AND HARASSMENT POLICY

The students at this school have the right to a safe and caring environment that promotes learning, personal growth and self esteem. The school is committed to providing this and each student has the responsibility to make this happen.

Values Important to our school community

Kinglake Primary School has identified values and beliefs that are important to the optimal development of the individual school community.

- Kinglake Primary School believes that it is the responsibility of all members of the school community to ensure our school provides a safe and caring environment.
- As an educational organisation it is crucial to focus on teaching those who bully the skills to change.
- Bullying is an attitude and that for the program to be successful in the long term; we need to significantly change anti-social attitudes in a consistent and systematic manner.
- Bullying is a concern throughout society.
- We have a commitment to learning, respect and a care of others, building a community relationship and becoming responsible for our behaviour.

Definition

Bullying is a repetitive attack, where someone is subjected to behaviour that is hurtful, threatening or frightening. Bullying is when an individual or a group repeatedly uses their power to hurt or scare others. It can be carried out physically, emotionally, or verbally. It is quite clearly behaviour that is designed to humiliate, isolate, intimidate and cause harm. It is a form of abuse.

What is Bullying?

Being bullied or harassed means that someone is subjected to behaviour that is hurtful, threatening or frightening to them, often repeated over a period of time.

Bullying can take many forms including:

- Physical Bullying – includes fighting, pushing, shoving, pinching, kicking, aggressive “play fights” or any unwanted touching that is used to harm or hurt or intimidate.
- Verbal Bullying – includes name calling, putting people down (both to their faces and behind their backs) intimidating noises, teasing people about their race, gender, religion, appearance, family or friends.
- Visual Bullying – offensive notes or electronic material either hand written or computer generated, damaging other people’s possessions, giving people “looks” and non verbal signs which are used to intimidate them.
- Exclusion – deliberately leaving people out of activities or treating them as if they don’t exist, spreading rumours, deliberately making social invitations in front of them but not to them.
- Extortion - using stand over tactics to control someone else’s behaviour, eg to give up possessions, buy food or drink or do work for them, picking on others, using threats to “get” people.
- Sexual Bullying – touching or brushing against one in a sexual manner, sexually oriented jokes, drawing or writing about someone’s body, unwanted initiations of a sexual nature, using rude names and asking questions about another person’s private life.
- Telephone or E-mail Bullying – includes students repeatedly telephoning the target’s home with the intention to harass or cause discomfort or spread rumours. Sending e-mail which harasses or intimidates or causes discomfort or spread rumours.

Why do people bully?

- They might get power and strength from bullying others.
- As a way to be popular and get known at school.
- Because they are scared, so they try to scare others to hide their feelings.
- Because they are unhappy and take it out on others.
- Because they are bullied themselves.
- Using bullying as a way to try to be happier.
- As a way to try to fit in.

At our school, it is your ***right*** and ***responsibility*** to report bullying, whether this happens to you or to someone else. If it occurs, the following action should be taken by you and/or your parents.

What *students* can do to stop bullies and to support their peers

- Tell someone when it happens.
- Ask the bully to stop in a firm but not angry voice.
- If you witness bullying, talk to your parents or a member of staff. Ask them for their advice. If you feel confident, tell the bully to “stop it”
- Reassure the person being bullied. Make sure they are okay and then tell someone. This will help build up their confidence.
- Stay cool and walk away.
- Talk to a teacher, your parents or friends who you feel comfortable with.
- Go to a safe area within the school and report it to a teacher.
- Remember “DOB” stands for Don’t Obey Bullies. If you do anything to support bullying either by giving encouragement to the bully or not reporting the incident then you help to keep it happening.

What the *school* will do

- When discussing class /school rules, discuss what bullying is and its effects.
- Read appropriate texts eg. The Two Bullies by Junko Morimoto to start discussion.
- View related videos to enhance discussion and role play.
- Encourage children to speak up on the topics of bullying.
- Each term, discuss feelings with children and seek information.
- Read and discuss policy with children.
- Encourage the reporting of incidents – not dobbing but reporting.
- Being open to listen.
- Encourage students to support other students.
- Assist students to develop skills for resolving conflict and dealing with bullying incidents.
- Help bullies to take responsibility for their own behaviour and to train themselves to make different choices in ways of behaving. Assist them to understand the feelings of others and to see the consequences of their actions.
- Assist bullies to identify feelings or situations which may lead to them adopting inappropriate behaviours with others. Teach them skills in anger management and help them resist peer pressure to join with other bullies.
- Encourage other students to influence bullies positively.
- Help bullied children stick up for themselves – teach them to act confidently and stand tall.
- Monitoring student behaviour in class and at break times and discouraging bullying whenever observed.
- Passing on relevant information about Bullying incidents to other staff members and planning jointly how remedy the situation.
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What *staff* will do to prevent and respond to bullying

Preventative

- Staff will be positive role models in word and action
- Staff will be observant for signs of distress or suspected incidents of bullying.
- Staffs will make efforts to remove opportunities for bullying by actively patrolling during yard duty.
- Staff will arrive for class and student events on time.

Responsive

- Staff will take steps to help target bullying and remove sources of distress without placing the victim at further risk.
- Staff will take the incident /report seriously and speak to all involved.
- Staff will concentrate on the behaviour that is being reported as unacceptable and specific to that situation and not the person/s involved. If staff do this, the student is more likely to change the behaviour.

- Staff will think about whether their actions need to be public or private. If the situation occurs in class, it is best to address the situation at the end of the lesson, as shame doesn't bring about a long-term change in behaviour.
- Parents who become aware of bullying are also encouraged to report this to a member of staff. These discussions will be viewed as confidential. After consultation with those involved appropriate action will be taken.

Procedural Guidelines

Incidents of Bullying may be reported parents, staff, students and other witnessing the behaviour. Incidents will be responded to in the following sequence –

1. Students identified as being involved in a Bullying incident (target child/ren and bully/ bullies) for the first time will be interviewed by the staff member to whom the incident is reported.
2. The target child will be reassured and strongly encouraged to report any further incidents of Bullying. Those involved in bullying will receive appropriate disciplinary action, including the completion of a Values Reflection Sheet and that information will be held on file and that behaviour will be monitored by the Principal and the classroom teacher. Parents may be notified.
3. Students who are identified as the bully for the second time will –
 - a. Meet with the Principal
 - b. Be required to forfeit appropriate privileges
 - c. Action will be recorded
 - d. Welfare of the target child will be monitored.
4. Student identified as the bully for the third time will be interviewed by the Principal. Parents will be notified. Appropriate disciplinary action, which may include suspension or the loss of privileges, will be taken.

In the event of a severe incident of Bullying where serious threat to a child's personal safety is made, the school reserves the right to discipline, suspend or expel any student whose behaviour is considered unacceptable.

If it is found that a student has intentionally and falsely accused another of bullying, then the accusing student will be dealt with as the offending student.

In extreme cases of unacceptable behaviour the school reserves the right to expel a student whose behaviour contravenes the school rules and ethos.