



Anti-bullying Plan

Coerwull Public 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 encompasses the work of students, staff and parents of Coerwull Public School who are committed to ensuring that all students and staff are able to learn and work in a bully-free environment. All key stakeholders are committed to having this document annually reviewed to ensure it meets the needs of the school community.

Statement of purpose

At Coerwull Public School bullying is considered not acceptable in any form. We are a Positive Behaviour for Learning (PBL) School, and bullying goes against our core expectations of safe, respectful, and responsible behaviour in all settings.

Our parent/ carers, teachers and students have agreed that our school community is built on honesty and acceptance, promoting manners, kindness and trust. Our mission is to develop students' integrity, resilience and cooperation in a positive learning environment.

Protection

Coerwull Public School has a proactive approach to the prevention of bullying behaviour. Our approach combines explicit and systematic teaching with organised systems and procedures which can respond to bullying behaviour.

The school community expects that Coerwull Public School:

- is a place where students will be safe at school, free from fear of bullying, harassment and intimidation;
- will involve them in the collaborative development of the school Anti-bullying Plan;
- will provide all students with appropriate support when bullying occurs.

Coerwull Public School encourages and supports a learning environment free from bullying. The school rewards students for safe, respectful, responsible behaviour with positive awards called 'Team Tickets' and the Coerwull Public School Merit Award System.

AT COERWULL PUBLIC SCHOOL

WE ARE

SAFE, RESPECTFUL, RESPONSIBLE LEARNERS



Values of Public Education

The 9 Values of Public Education are the underpinning values reinforced in this student based rewards program.

- Care
- Integrity
- Democracy
- Excellence
- Respect
- Responsibility
- Cooperation
- Participation
- Fairness

Prevention

As a part of our PBL Social Curriculum, we define and systematically teach what bullying behaviour looks like, sounds like, and feels like. This gives students, staff and parent/ carers the consistent language needed to recognise and discuss bullying.

We define bullying behaviour as *repeated, targeted, unwanted put-downs which are hurtful to the person. These can be verbal or non-verbal hurtful looks, gestures, words, or online.*

Consistent teaching and learning activities are timetabled to occur across the school. These include understanding key concepts and language, such as *being an active bystander, using friendly language, and being a school citizen.*

The Anti-Bullying Plan – NSW Department of Education and Communities

Cooerwull Public School students learn a 'Stop Routine' to use if they recognise bullying is happening to them. This is a series of responses as follows: 1. *Stand strong*, 2. *Stay calm*, 3. *Respond confidently (say "Stop. I don't like that.")* 4. *Walk away*, 5. *Report*.

Early Intervention

Early intervention strategies and programs at Cooerwull Public School will be implemented for students who are identified as being at risk of developing long-term difficulties with social relationships and those students who are identified at or after enrolment as having previously experienced bullying or having engaged in bullying behaviour.

Parent/ carers are encouraged to contact the school if they become aware of a problem that could be developing for their child or that of another student.

Response

Cooerwull Public School will implement these strategies to empower the whole school community to recognise and respond appropriately to bullying, harassment and victimisation and behave as active bystanders.

Bullying cannot be reduced unless it is reported to the school staff:

- all students are responsible for reporting incidents of bullying that occur to them or another student;
- all teachers are responsible for listening to a student's report of bullying and taking appropriate measures to follow up;
- all parent/ carers are responsible for making contact with the school to discuss the concerns they may have about possible bullying that could be occurring to their child.

The following procedures for reporting incidents of bullying at Coerwull Public School will be followed:

- a student may make a verbal notification to a teacher that they are being bullied;
- a student may make a written notification to a teacher that they are being bullied; or
- another student, teacher or parent/ carer may disclose that they have noticed other students being bullied.

The teacher will follow up appropriately by:

- investigating the incident using questioning practices which directly relate to the teaching which has occurred;
- applying logical consequences and if needed develop an individual student management plan in conjunction with the Assistant Principal;
- recording details outlining the incident, bullying behaviour, and target student in the school SENTRAL reporting system;
- communicating these actions to the Assistant Principal and the student's parent/ carers; and
- following up further by checking in with the target student at a later date to monitor progress.

These procedures will be publicised to the school community through the school newsletter and in the school information booklet.

Coerwull Public School will implement the above strategies as promptly as possible when an incident of bullying is reported to the school. In most cases this will be the same day as it occurred, but investigations may take some time depending on the availability of those involved.

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

Students who have been affected by, engaged in, or witnessed bullying behaviour will be supported to ensure that behaviour change has been noted. In each case counselling and teacher support will be offered.

For students who engage in bullying behaviour the following strategies or consequences will be considered for their suitability and may involve:

- exclusion from the playground;
- withdrawal of privileges;
- school contact with parent/ carers;
- behaviour monitoring;
- referral to the school Learning Support Team; and/ or
- suspension from school for short or long periods of time.

Coerwull Public School will provide regular updates, within the bounds of privacy legislation, to parent/ carers about the management of bullying incidents that have been reported to the school.

Parents will be contacted to ensure they are aware of any incident requiring further interventions.

Serious Incident Response

Coerwull Public School has procedures for reporting serious incidents involving assaults, threats, intimidation or harassment. These incidents must be reported to staff immediately and these incidents will be reported to the School Safety and Response Hotline within 24 hours.

An incident is broadly defined in the Department's *Incident Reporting Policy* as an event which:

- causes disruption to an organisation;
- creates danger or risk that could significantly affect individuals within the organisation;
- impacts on the effective operation of the workplace;

- attracts negative media attention or a negative public profile for the workplace or the Department of Education; and
- Workcover describes as a “serious incident” which must be reported by law.

Where one of the factors is at a significant level or more than one of the factors applies to the incident, the Principal should seriously consider making a report. Principals are encouraged to seek further advice from the School Safety and Response Unit if they are still uncertain about whether to report the incident to police.

- Did the assault or incident result in a visible injury such as bruised face, split lip, or swelling?
- Did the incident result in a participant complaining of pain or discomfort?
- Was the incident premeditated or planned?
- Was the incident recorded on a mobile phone or camera and then posted on a social networking site or broadcast to others?
- Was external assistance e.g. an ambulance required to attend to one of the participants?
- Did the incident occur in the context of bullying, cyberbullying, harassment, stalking or intimidation?
- Will the incident have a sustained impact on the school or its community e.g. school will need to access outside support services such as EAPS to recover from the incident?
- Did the incident significantly affect school routines or operations for a period?

- Is there a history of aggression by one or more of the participants, or is there a history of this conflict in the community?
- Has a staff member or parent/ carer requested that you notify police regardless of your intention?
- Were weapons involved? (If so, there is no discretion and the incident must be reported).

The NSW Department of Education (DoE) seeks to resolve difficulties, grievances and complaints in a prompt, impartial and just manner. The school has specific procedures to deal with these issues. Anyone can make a complaint.

A complaint can be about:

- any aspect of the service provided, or not provided, in any Department of Education site;
- the behaviour or decisions of staff; or school practices, policies or procedures.

Complaints by parents:

- are best to discuss with your child's teacher first. Make an appropriate time to meet with them or phone the school and ask for an appointment with the teacher.
- are further addressed if concerns have not been met satisfactorily, by phoning the school to make an appointment

for discussion with the Assistant Principal and then the Principal.

- may require a friend or relative to act as a support person, or may require an interpreter, which can be arranged beforehand.
- may need to be directed to the Director Public Schools NSW in your area, if the complaint is about the Principal. Ask the school office staff at your school for their name and number.
- may require a written description if your complaint cannot be resolved in an informal way. It is important that you include specific details of the situation and tell us what you would like to happen as a result of your complaint. School staff can help you to write out the complaint, or to complete a NSW Department of Education complaint form, if required.

Cooerwull Public School will promote and publicise this Anti-bullying Plan by making it available to parent/ carers. It will be incorporated into the school information booklet and made available to the school community via the school website.

Cooerwull Public School will monitor and evaluate the effectiveness of its Anti-bullying Plan through data of incidents, patterns and trends, and discussion with parent/ carers, students and staff. The results will be communicated to the school community through the Annual School Report and P&C meetings on an annual basis.

Cooerwull Public School will review the Anti-bullying Plan: 2016 and then every 2 years; this Plan is the 2018 review.

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

Additional Information

Kids Helpline <http://www.kidshelp.com.au/> 1800 55 1800

Lifeline <http://www.lifeline.org.au/> 13 11 14

<http://www.bullyingnoway.com.au/>

Principal's comment

This Anti-bullying Plan provides a framework for all Cooerwull Public School staff, students, and parent/ carers and outlines their roles and responsibilities to prevent bullying behaviours, how to support students affected by bullying behaviour and how this will be dealt with under the school Student Welfare and Discipline Policy.

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