



Anti-bullying Plan

NARRANGA 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.

Narranga Public 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.

NAME	REPRESENTATION
Michael Trist	Principal
Emma Gardner	P & C President
Diane Blevin	Deputy Principal, Learning Support Team (LST) Coordinator
Rod Johnson, Julie Moore, Melissa Fenton, Nicki Chaffey	Assistant principals, Stage Representatives
Lynne Crewe	Teacher, Student Representative Council (SRC) Coordinator

DEVELOPMENT	LST / School Executive/P & C / SRC developed and ratified policy in 2012.
IMPLEMENTATION	Implementation a whole school responsibility. Embedded in classroom teaching programs. Policy included on school website and casual teacher handbook Parents informed of the policy via newsletter
EVALUATION	Alterations to the policy may be made if informed by changes to departmental policy, or school surveys around bullying distributed to staff, students and parents. Results and changed strategies will be communicated to the P & C,

	included in a school newsletter and published in the ASR.
REVIEW	The Policy will be formally reviewed every three years as part of the school evaluation process with findings published in the ASR and used to direct policy changes.

Statement of purpose

Every student has the right to expect that he or she will spend the school day free from bullying and intimidation. Our school rejects all forms of bullying. This applies to all bullying behaviour that occurs at school, off school premises and outside of school hours where there is a clear and close relationship between the school and the conduct of the student.

Students, staff, parents and caregivers all have a shared responsibility as outlined in school policy to respond to and prevent bullying behaviour.

Protection

Bullying:

- devalues, isolates and frightens
- affects an individual's ability to achieve
- has long-term effects on those engaging in bullying behaviour, those who are the subjects of bullying behaviour and the onlookers or bystanders.

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

Prevention

Identifying bullying

By students:

- Understand the definition of bullying as intentional, repeated behaviour by an individual or group of individuals that causes distress, hurt or undue pressure. It is not an isolated incident.
- Learn about bullying by participating in learning experiences in class, at assemblies, class PD lessons using Kelso's Choice etc.
- Be assertive in saying "Stop it, I don't like it, go away" to anyone who demonstrates behaviours that are hurtful, offensive or insulting.
- Learn about Bystander Bullying in formal class lessons and discussion
- Feel comfortable to report bullying to school staff and feel assured that their concerns will be taken seriously.

By parent and caregivers

- Be aware of all forms of bullying by reading information in this policy and newsletters.
- Assist their children in understanding bullying behaviour.

By teachers

- Teach students key understandings and skills relating to positive relationships, safety, gender equity, discrimination, bullying and harassment. These experiences will be guided by the Personal Development, Health and Physical Education syllabus and other Key Learning Areas.
- Formally teach anti-bullying lessons each year including Kelso's Choice
- Be aware of all forms of bullying as per the policy definition.
- Conduct a bullying audit to identify individuals and areas of concern.
- Be alert and observant for acts of bullying in class, playground etc.

By Principal and Executive

Inform students, teachers, parents and caregivers about strategies to be assertive in preventing bullying, and to identify and report bullying. The school executive will review the school Anti Bullying Policy every three years and make recommendations for changes to the staff and the parent community via P & C Association.

The Principal will ensure that the most current Policy is uploaded to the school website and to the school server.

Prevention Strategies:

- Up to date and well communicated Welfare and Discipline Policy.
- Learning Support Team overview of students with specific needs.
- Peer Support Program / Buddy Class
- Social Skills programs for students nominated by staff or parents.
- Rock and Water personal development program for identified girls and boys.
- PD/H component of teaching programs including Kelso's Choice.
- Student Representative Council provide a proactive voice.
- Surveys of staff, parents and students.
- Prompt investigation of bullying issues or complaints.

Early Intervention Strategies

The school will implement strategies for students who are identified as being at risk of developing long term difficulties with social relationships and those students who identified at or after enrolment as having previously experienced bullying or engaged in bullying behaviors.

Such strategies include:

- Parent nomination at the time of enrolment. The enrolling executive will ask for information around bullying.
- The student's previous school will be contacted prior to enrolment and requested to identify any issues around bullying.
- The Learning Support Team will assist in the identification of students either at risk of being bullied or at risk engaging in bullying type behaviours.
- Social skills groups and programs may be accessed using SSF or Integration funding.
- Kinder Orientation Programs will inform parents of school policy and procedures.
- The school counsellor service will be accessed by staff or parent nomination.

Intervention

Students

Students who have bullied other students will be dealt with according to the *Narranga Public School Pupil Welfare and Behaviour Policy*. Students with a history of bullying type behaviours will be required to attend a formal interview with their teacher, the principal and their parents.

Students who have been bullied will be provided with support and reminded of appropriate strategies to protect themselves from bullying. Referral to the School Counsellor will be made if deemed appropriate by the case management team and parents.

Each year students will receive formal education in anti-bullying strategies and the influence that students can have on the behavior of their peers.

Parents and caregivers

Parents of students who have bullied will be informed according to the *Narranga Public School Pupil Welfare and Behaviour Policy*. Contact with the parents will be made through the Behaviour Communication Notice system (Yellow or Red slip) and may be supported via a phone call.

Parents of students who have been bullied will be informed by the executive who has dealt with the situation by phone.

Parents may be advised to also seek external professional support for their child.

By teachers and other school staff

Implement the *Narranga Public School Pupil Welfare and Behaviour Policy* in response to bullying. Regularly discuss with teachers, at Communication Meetings and Learning Support Team Meetings, any student/s of concern, and plans to prevent and deal with particular instances of bullying.

May record bullying incidences, actions and decisions in Sentral Wellbeing section.

Counsel students involved in bullying and observers.

Nominate for school Social skills program – application to LaST.

Students of concern are discussed at Friday morning communication meeting.

Minutes are distributed to each staff member via Sentral.

Reporting

By students

Report acts of bullying (towards themselves or others) to class teacher or duty teacher, Executive or Principal.

By parents and caregivers

Notify a teacher, Executive or Principal of acts of bullying that were reported or witnessed by themselves or their children.

By teachers

Notify the Executive or Principal of acts of bullying that were reported or witnessed.

Investigation

All reported incidents of bullying will be investigated by a teacher or school executive within 24 hrs of notification.

Staff will follow school and DEC policy with regard to the consequences for bullying behaviours. The executive is responsible for contacting parents of both parties within one day of the investigation.

For serious bullying behaviours, the DEC School Safety and Response Unit will be called and the Area SED informed. Such instances are those in which significant physical injury has occurred or where student/staff safety may be compromised. In the most serious of cases, the school will call the Police immediately.

The school will contact the SED and DEC Media Unit for any instances in which media involvement may be likely to occur. A Serious Incident Form will be communicated to the SED for serious instances of bullying. Immediate student suspension will occur for serious bullying as outlined in accordance to the *Narranga Public School Pupil Welfare and Behaviour Policy*.

Accessing help and support

By students/For students

Access support of parents, teachers, Executive, Principal or School Counsellor. Speak up about concerns, as with protective behaviours. Be a proactive bystander and report bullying to an adult.

By parents and caregivers/for parents and caregivers

Access support by making an appointment to speak with the teacher, Executive, Principal or School Counsellor.

The school management of bullying will be communicated to parents via the Newsletter each year. The Newsletter will promote positive behaviour strategies. The policy will be published on the website. Parents will be able to participate in regular surveys and results will guide best practice in the school. The Annual School Report will contain information about survey results. The P & C and the school staff will have annual input as to school plans around proactive bullying policies and practices. If a student is suspended, parents are able to appeal the decision as per DEC *Suspension and Expulsion of School Students - Procedures* which is provided to parents with letter notifying of suspension.

Parents can report suggestions, complaints and allegations to the Principal. These will be dealt with according to DET Policy: *Responding To Suggestions, Complaints And Allegations* PD/2002/0051/V001
Local contact DET numbers are provided at the end of this document.

Professional learning

For teachers and other school staff:

- Staff will be made aware of current policies and procedures for DEC Anti Bullying Policies and Procedures.
- Staff Meetings, Communication Meetings and Learning Support Team Meetings will be used for this purpose on a needs basis.
- All staff will be provided with access to school policies.
- All staff will have the opportunity to participate in professional training.

Additional Information

Contact Information

Police Youth Liaison Officer / Coffs Harbour Police Station – 66520299

Department of Community Services – 133627

Child Well-Being Unit – 02 92699400

Department of Education and Communities Area Office – 02 66520599

Department of Education and Communities Regional Office: 02 66520500

School Safety and Response Unit – 1300 363778 **Principal's comment**

I hereby certify that this document has been developed in consultation with the staff, students and parents of Narranga Public School. The success of anti bullying strategies will be gauged through annual surveys of staff, students and parents. The content will be reviewed every three years as part of the school strategic planning. The Narranga Public School community has 'zero tolerance' for bullying.

Michael Trist
Principal

School contact information

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