



Education &
Communities

Anti-bullying Plan

Kariong 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.

Statement of purpose

At Kariong Public School we value respect and show tolerance of others in a safe and supportive environment. Bullying is taken seriously and is not accepted in any form at Kariong PS. Students have the right to expect that they will spend the school day free from the fear of bullying, harassment and intimidation. We foster positive relationships through strong welfare programs. As part of our school's Welfare and Discipline Policy, our Anti-Bullying Plan aims to deal effectively with and prevent incidences of bullying.

Protection

Bullying can be defined as **repeatedly and deliberately** trying to harm, humiliate or distress another person. 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. Cyberbullying refers to bullying through Information and Communication Technologies (ICT).

Bullying takes many forms. Our school considers the following behaviours as examples of bullying:

PHYSICAL - Repeated incidents of the following:

- Pushing / shoving / hitting / punching / kicking / spitting
- Throwing objects
- Taking others' belongings / stealing from others
- Damaging others' belongings
- Intimidation – making someone do something against their will

VERBAL - Repeated incidents of the following:

- Name calling / teasing / put downs / sarcasm / insults / threats
- Swearing at others
- Ridicule (making fun) of another person because of their actions, appearance, physical characteristics or cultural background.

SOCIAL - Repeated incidents of the following:

- Ignoring / deliberate exclusion / ostracizing / alienating / spreading rumours
- Writing notes
- Playing nasty jokes

PSYCHOLOGICAL - Repeated incidents of the following:

- Spreading rumours / dirty looks / hiding or damaging possessions
- Sending malicious messages via SMS, email, Facebook or other social media platforms
- Inappropriate use of digital devices e.g. mobile phones / cameras

As a staff and school community we have a responsibility to take positive and consistent actions to deal effectively with bullying.

Staff responsibilities:

- To model appropriate behaviour at all times
- To monitor and track incidences of bullying and respond in an appropriate and timely manner to reported incidents of bullying
- To implement school programs which promote positive relationships that incorporate strategies to deal with bullying
- To communicate incidents of bullying with parents when needed

Parent / caregiver responsibilities:

- To inform the school if any bullying is suspected
- To support the school's Anti-Bullying Plan and assist their child in understanding bullying behaviour
- To take an active role in their child's school life and watch for signs of bullying
- To encourage their child to adopt learnt strategies to deal with bullying
- To instruct their child to "tell" if they are bullied

Student responsibilities:

- To show respect, consideration and support of others
- To "tell" if they are being bullied or if they see someone being bullied, both at school and on the way to and from school
- To attempt to use learnt strategies to deal with bullying incidents

Prevention

At Kariong Public School we will strive to achieve the following outcomes to prevent bullying:

- Raise the school community's awareness of bullying
- Outline the responsibilities of students, parents and staff in reducing bullying
- Empower students with strategies for resolving conflict in a non-threatening way
- Promote a culture of positive behaviour and citizenship

We will achieve these outcomes by:

- Openly talking about bullying – what it is, how it affects us and what we can do about it
- Teaching our children the skills that will build their self-esteem and empower them to take responsibility for themselves through K-6 programs and annual recognition of the National Day of Action Against Bullying and Violence
- Formulating a plan that clearly states what actions we will take to deal with bullying behavior

Strategies to raise student self-esteem, manage behaviour and prevent bullying are addressed at Kariong PS through school-based programs across K-6:

- PBL
- Peer Support Programs: Friendship Groups
- Buddy Program for Kinder – Year 5 and Year 1 – Year 6
- Circle Time
- Child Protection Program
- Student Representative Council

- Learning Support Team
- Leadership Training for senior students

Early Intervention

Kariong Public School raises staff awareness of students who are at risk of developing long-term difficulties with social relationships through whole staff communication meetings, weekly communication of student welfare data collection, fortnightly stage meetings and School Learning Support Team meetings. Programs and activities available at school to support the development of students' social skills include:

- Monday drumming group
- The Sunshine Club
- Drawing Club
- WeDo Lego Robotics

School Learning Support Officers (SLSOs) are rostered on playground duty during all break times to connect with and support students at risk and the Office and Library provide safe areas for students to withdraw to by choice.

Kariong Public School's Anti-Bullying Action Plan consists of three areas:

1. *Victim Empowerment*

Through teaching PBL, Peer Support and other school-based programs children will learn the steps to take if being bullied:

Stop / Walk / Talk Strategy:

- Look at the person, speak in a clear voice, use the hand gesture for stop and say "**Stop**, I don't like it"
- Walk** away from the bully; this removes the reinforcement of the problem behaviour
- Talk** - tell an adult

2. *Bystander Intervention*

Through teaching PBL, Peer Support and other school-based programs, children will learn the steps to take if being a bystander:

- As a bystander telling the bully to **STOP**, telling the bully that they don't like how they are treating or helping the victim say **STOP**
- Helping or encouraging the victim to **walk** away from the situation
- Telling** an adult

Response

3. *Notification of Bullying incidents*

- Parents / caregivers should report an incident of bullying to their child's class teacher in the first instance.
- Teachers respond immediately to bullying incidents by listening to students and assessing the situation, by talking to all the students involved.
- All bullying incidents are to be formally recorded. Teachers must report bullying incidents by formal means through Sentral. This is crucial for documentation and tracking purposes.
- The Executive Teacher who is responsible for reviewing Sentral will organise an interview with the bullying student as soon as possible and no later than the next available school day.
- Students interviewed will provide a reflective recount of events (verbal or written). The Executive Teacher will work with the bullying student by:
 - Reassuring the student that it is the behaviour that is unacceptable, not them personally
 - If possible discovering what is particularly troubling the student

- Working out ways for the student to make amends and to restore / right the relationship with the wronged student
 - Establish a management plan, keeping in mind the need to set realistic goals
 - Praise the student when they are observed doing the right thing
- f) The Executive Teacher, will follow up with the victim over the next week to ensure that the bullying situation has ceased. They may also provide opportunities for students to talk and express their feelings about issues. They may revise assertive techniques.
- g) Future meeting arranged with all students two weeks after the incident was reported to check progress.
- h) The frequency and intensity of incidents and students reported will be monitored by the Executive Team and reviewed at fortnightly School Learning Support Team meetings.
- i) Parents / caregivers will be contacted where required and provided with updates on the management of bullying incidents.

The Anti-Bullying Plan is available on the school's website and is provided to all new families on enrolment.

Consequences

When a bullying incident is reported, or observed, the school will:

1. Take the report seriously and give it priority
2. Have discussions with the students involved as soon as possible
3. Take appropriate action, e.g. detention, time-out in the classroom
4. Report to parents of major bullying incidents
5. Possible suspension warning or suspension

Despite immediate action and imposing of consequences there are times when bullying will continue. For repeat offences:

- 1st Step: Executive Teacher intervention
- 2nd Step: Time out, detention, letter home to parents
- 3rd Step: Deputy Principal sends letter home and interview with parents, student and Assistant Principal or Deputy Principal (withdrawal from activities; possible suspension warning or suspension)

For serious incidents such as assaults, threats, intimidation or harassment the school will contact the local Police for advice and support.

The school will also utilise additional Department of Education resources and government services including Regional Learning and Engagement Officers, the Child Wellbeing Unit and Community Services, where appropriate.

Parents / caregivers wishing to appeal a decision made by the school should contact the school in writing in the first instance to request a meeting with the Deputy Principal. The Department of Education [Complaints Handling Policy](#) establishes the standard approach to resolving complaints, including complaints about the way a reported incident of bullying has been managed.

Evaluation

Incidents of bullying will be monitored on an ongoing basis. Teachers are to notify their Stage Supervisor / Assistant Principal of bullying incidents. Incidents of bullying will be recorded. Student Welfare Programs will be evaluated annually.

Strategies to review the school Anti-Bullying Plan include:

1. Gathering and analysing all relevant information on the nature and extent of bullying, harassment and victimisation, including data that highlights patterns and trends, entries on Sentral and blue playground

slip data will be reviewed and reported to the School Learning Support Team

2. Evaluating the extent to which the school's Anti-Bullying Plan has been effective in addressing bullying, harassment and victimisation and promoting a safe and secure environment. The effectiveness of the Kariong PS Anti-Bullying Plan will be evaluated every three years by the School Learning Support Team and reported on annually through the Annual School Report. Changes will be made according to the changing needs of the school.

Kariong Public School's Anti-Bullying Plan is available to parents / caregivers and community members on the school's website.

Additional Information

The following is a list of useful sites:

[Office of the Children's eSafety Commissioner](#)

[Bullying. No Way!](#)

[Racism. No Way!](#)

[Kids Helpline](#)

[National Centre Against Bullying](#)

The local Youth Liaison Officer (YLO) can be contacted by calling Gosford Police Station on 4323 5599 and requesting one of the following people:

- Snr Constable Jamie Tommerup
- Snr Constable Karlene Potts

Principal's comment

All members of the Kariong school community contribute to preventing bullying by modelling and promoting appropriate behaviour and respectful relationships. Our three core values are RESPECT, RESPONSIBILITY and PERSONAL BEST.

A major priority for schools is the care and safety of students. Students learn best in environments in which they feel safe. Every student has the right to expect that they will spend the day both in and out of the classroom free from bullying. Conversely, students have the responsibility to behave in a way that does not interfere with this right. The expectation is that students will not participate in violence, discrimination, harassment or intimidation. We aim to make the policy easily understood and also to provide websites that teachers, parents and children can access to give further clarification. Please do not hesitate to ask for help if you are unsure of how to report or support a child you believe is being bullied. Early intervention is often the key to a successful resolution.

School contact information

Kariong Public School

52 Langford Drive

KARIONG NSW 2250

Tel: 4340 1885

Fax: 4340 2523

Email: kariong-p.school@det.nsw.edu.au

Website: www.kariong-p.schools.nsw.edu.au