s **Our School Anti-Bullying Plan**

 **Frank Partridge V.C. Public School**

**Revised January 29th January 2013**

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.

* Parents were briefed through the school newsletter on the higher profile on anti-bullying initiatives operating within the school when the school policy was revised and units of work taught in all classes K-6 in term 2.The school Parents and Citizens Committee was briefed on progress towards the development of the plan on the 9.11.11 and advised that when a draft plan was finalised opportunities for input would be provided.
* A staff committee developed a draft plan in 2011. This was presented to whole staff for discussion and input on 27.1.2012.
* Students will be consulted via the SRC for discussion and input.
* The school community will be consulted through the parent representative body, the P&C and through a parent workshop at school.
* The plan will be put on the school’s website for further comment before being ratified.

Statement of purpose

 **At Frank Partridge VC Public school we believe all students, staff and parents have the right to be treated fairly and with dignity in an environment free from disruption, intimidation, harassment, discrimination and victimisation. Respect and acceptance of others is valued at our school. Positive relationships are fostered through programs such as peer support, the school positive welfare system, and the Positive Behaviour Learning program. High expectations of exemplary behaviour are maintained at all times.**

**Underpinning all our school policies and programmes are our core values:**

* Care
* Safe
* Respect
* Responsible

Protection

At Frank Partridge VC Public School, bullying is defined as 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.

Conflicts or fights between equals and single incidents are not defined as bullying.

Bullying takes many forms. Frank Partridge VC Public School considers the following behaviours as examples of bullying:

Repeated acts of

**Physical:**

* Hitting/ punching
* Pushing/shoving
* Kicking
* Throwing objects
* Taking others belongings/ stealing from others
* Damaging others property
* Spitting at others
* Intimidation

Verbal:

* Threatening
* Name calling/ teasing
* Swearing at others
* Ridicule (making fun) of another person because of their actions, appearance, physical differences, religious beliefs or cultural background, family background or allergy/anaphylaxis

Indirect:

* Spreading rumours
* Excluding others
* Writing notes

Cyber bullying:

* Harassing and threatening messages
* Denigration – sending nasty SMS, pictures or prank phone calls, “Slam Books” (websites or negative lists)
* Impersonation – using a person’s screen name or password eg message to hate group with personal details
* Outing or trickery – sharing private personal information, messages, pictures with others. Posting “set up” images/ videos
* Ostracism –intentionally excluding others from an online group eg knocked off buddy list
* Sexting – sharing explicit material via mobile phone

At Frank Partridge VC Public School we are committed to maintaining a positive climate of respectful relationships where bullying is less likely to occur. To achieve this, the whole school community has a responsibility to take positive and consistent actions to deal effectively with bullying.

*Staff Responsibilities:*

* model appropriate behaviour at all times
* respond in a timely manner to incidents of bullying according to the school’s Anti-Bullying Plan.
* implement school programs which promote positive relationships that incorporate strategies to deal with bullying.
* have knowledge of school and departmental policies relating to bullying behaviour
* communicate bullying incidents with parents when needed
* implement weekly teaching of anti-bullying messages through explicit and incidental learning experiences
* provide curriculum and pedagogy that supports students to develop an understanding of bullying and its impact on individuals and the broader community
* document incidents of bullying

*Student Responsibilities:*

Students have a responsibility to:

* behave appropriately, respecting individual differences and diversity.
* behave as responsible “ digital” citizens
* behave as responsible bystanders
* report incidents of bullying according to the school’s Anti-Bullying Plan
* follow the school’s Anti-Bullying Plan

Parents and Caregivers have Responsibilities to:-

* support their children to become responsible citizens and to develop responsible on-line behaviour
* be aware of the school’s 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.

 School Community Responsibilities

* model and promote positive relationships that respect and accept individual differences and diversity within the school community
* positively support the school’s Anti-Bullying Plan through words and actions
* work collaboratively with the school to resolve incidents of bullying when they occur
* report incidents of school-related bullying behaviour to the school, consistent with the school Anti-Bullying Plan

Prevention

Strategies to prevent bullying include:

* Teaching skills and understandings that will lead to reducing and eliminating bullying behaviours.
* Explicit teaching of the School’s Core Values/ Positive Behaviour Learning rules.
* Social skills program taught K-6 as PDHPE units of work
* Anti-bullying units taught annually in all classrooms K to 6 with ongoing follow up
* Regular messages on procedures for students at school assemblies
* Peer support and Kinder buddy programs
* Structured teaching of school rules and behaviour expectations associated with them.
* Regular reminders of Procedures
* Information dissemination through the schoolNewsletter and the school website
1. ***Classroom and school practices promoting respectful relationships***:
* Teaching, revisiting and reinforcing the school’s rules of Care, Safe, Respect, Responsible and interpretations of the rules as behaviours through ongoing Positive Behaviour for Learning lessons.
* Specific weekly social skills lessons
* Peer support lessons
* Buddies program in Kindergarten
* Incentives for positive and pro-social behaviours through the schools Positive Welfare System.
* Discipline procedures for those who fail to follow school and classroom rules.
* Teaching units e.g. COGS, Child Protection, Personal Development.
* Transition to High School programs

Early Intervention

At Frank Partridge VC Public School 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 engaged in bullying behaviour will be involved in one or more of the following:

* Referral to the Learning Support Team
* Counsellor support
* Individual behaviour management plan and program
* Regular reviews with parents/caregivers
* Playground behaviour monitoring card (if appropriate)
* In class Social skills program
* Positive reward systems recognizing appropriate social behaviours
* Specific teaching of pro-social skills
* Annual workshop with police / school liaison officer re cyber bullying and the legal ramifications for parents and K-6

Response

The whole school community is empowered to recognize and respond appropriately to bullying, harassment and *victimisation and behave as responsible bystanders. Frank Partridge V.C. Public school is committed to:*

* Providing information for parents and students to train them in the recognition and reporting of school based bullying
* Publicising clear procedures for reporting incidents of bullying to the school
* Responding to incidents of bullying that have been reported to the school quickly and effectively
* Matching a planned combination of interventions to the particular incident of bullying
* Educating bystanders in how to take positive steps to intervene, condemn and report bullying
* Providing regular updates, within the bounds of privacy legislation, to parents or caregivers about the management of incidents
* Providing support to any student who has been affected by, engaged in or witnessed bullying behaviour

**Procedures for reporting instances of bullying are:-**

* For parents by direct approach to the teacher who may refer to School Assistant Principals
* Information for parents wishing to report matters of bullying will be advertised in the school newsletter and school anti-bullying brochure
* Teachers will be informed of the procedures and their responsibilities at staff meetings and at staff development days.

**Procedures and timeframes**

Teachers or school staff will immediately report instances of bullying to the member of the school executive responsible with an accompanying behaviour incident report and other written information and reports.

Initial action will be taken within one day in most cases with subsequent follow up as required.

All reports and follow up actions are recorded in school data systems.

**Processes used to match planned combinations of interventions to particular incidents of bullying**

A graded set of intervention options will be matched to the particular incident depending on the severity, duration of the behaviour, frequency and type of behaviours and age of those involved.

Actions may involve-:

* Discussion with the student to resolve the problem
* Reminder of school rules
* Periods of withdrawal from play
* Walking with the teacher on playground duty
* Withdrawal from the playground with school executive
* Further consequences and daily follow up
* Sanctions imposed through individual Behaviour Management Plan
* Meetings with parent to plan collaborative approaches
* Referral to Community services/ Police if appropriate
* Buddies program in Kindergarten
* Ongoing monitoring
* Referral to school counsellor
* In-school suspension
* Suspension policy

**Strategies to support students who have been affected, engaged in or witnessed bullying behaviour.**

Will be coordinated by teachers, School Learning Support Team school executive team and may involve a range of actions suited to the individual. A school counsellor referral may be considered.

Providing updates to parents and caregivers on the management of bullying incidents reported to the school.

Within the bounds of privacy legislation information on the management of incidents of bullying will be made available to members for the school community.

Reporting incidents of violence to police

In cases of serious violence the school will seek advice from the Schools Safety and Response Unit as to whether matters should be reported to the police.

Referral to Wellbeing Unit or Community Services

If in the opinion of executive involved it is prudent to referral to the above services the matter will be referred to the school Principal.

**The processes for appeals and the handling of complaints**

A complaint can be about

* Any aspect of the service provided or not provided in any Department of Education and Community site,
* The behaviour or decisions of staff or
* Practices, polices or procedures
* While most complaints will be resolved at the informal stage parents can at any time during the process lodge an appeal if they feel the policy has not been followed fairly or properly. The Department of Education and community *Complaints Handling Policy Guidelines* outline the appropriate procedures for lodging a complaint.

**Identifying patterns of bullying behaviour**

All behaviour incident report forms completed by teachers where Executive intervention has been required will be recorded. Such information will detail the names of those students of the students who has engaged in bullying behaviours and the victim of this behaviour details will also be included on the response taken in relation to both the victim of bullying and the bully.

Examination of data will inform effectiveness of the plan and indicate further actions.

Publicising the school’s anti-bullying plan

The plan will be widely available to the school community through information being provided to the school Parents and Citizens Committee and will be included on the school website. At enrolment all parents will be provided with the school Anti-Bullying pamphlet which will draw attention to the schools anti-bullying plan.

The plan will be available from the school Principal on request.

Monitoring and evaluating and reporting to the school community the effectiveness of the Anti-bullying plan

The plan will be reviewed annually at staff meetings by the school teaching staff.

The school community will be advised of the monitoring process and provided with opportunity to have input.

Records of recorded incidents of bullying will be examined to evaluate effectiveness of the plan and procedures.

**Team developing this plan:**

**Sue Miller, Principal**

**Dorothy Leahy, Assistant Principal**

**John Close, Assistant Principal**

**Collaboration with Student Representative Council**

**Collaboration with Parents and Citizens Association**

**Plan Reviewed**

**School staff 29.1.13**

Additional Information

Contacts

* Contact for Police School Liaison Officer is 02 65830172
* Kids Helpline 1800551800 www.kidshelp.com.au
* School Safety and Response Unit hotline 1300363778
* **DET Intranet policies and procedures:**
* **Prevention of Bullying in the Workplace**
* **Cyber-bullying: Information for staff in schools**
* ***Bullying: Preventing and Responding to Student Bullying in Schools Polic*y**
* ***Bullying. No way!* website**
* <http://www.bullyingnoway.com.au/ideasbox/things-work/infomanage-2-1.shtml>
* **National Safe Schools Framework-2011 (includes implementation and resource pack)**
* <http://www.dest.gov.au/sectors/school_education/publications_resources/profiles/national_safe_schools_framework.htm>
* ***Principals: Reporting Incidents Involving Assaults, Threats,***

***Intimidation or Harassment***

* <https://detwww.det.nsw.edu.au/inprincipal/sydney/2010-07-30/dn1000225.htm>

Principal’s comment

We consider bullying in any form to be a serious issue. Bullying will not be tolerated at Frank Partridge VC Public School and measures will be taken to address any incidents as they are reported. Students and classroom teachers will implement age appropriate strategies to address prevention, protection and resilience with regard to bullying.

We trust that we can work with all stakeholders to eliminate bullying and create a safe and happy environment for stimulating education to take place.

Sue Miller, Principal

School contact information

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