



Education &
Communities

Anti-bullying Plan

Crestwood Public School





Bullying:

Preventing and Responding to Student Bullying in Schools Policy

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

All stakeholders at Crestwood Public School have been consulted in the development of the school's Anti-bullying plan. A committee consisting of school executive, staff, parents and students has led the review, consultation and implementation of the school plan. The committee has:

- Consulted with staff, students and parents in regards to bullying at the school
- Worked collaboratively in developing the plan
- Presented the draft plan to staff, students and parents through representative bodies, and
- Planned for implementation of the plan.

The school Anti-bullying plan is to be evaluated and reviewed every three years.

Statement of purpose

Bullying can occur at any age and across cultures, gender and socioeconomic groups. Many students are likely to experience bullying at some time in their schooling, as the person being bullied, the bystander or as the bully.

Students should expect that their concerns about bullying will be responded to by school staff and that appropriate support will be provided for both the target of and the person responsible for, the bullying behaviour). Crestwood Public School needs to provide opportunities for students to take part in learning experiences that address key

understanding and skills relating to positive relationships, safety, gender equity, discrimination, bullying and harassment.

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

We aim to:

- Promote a caring atmosphere and foster understanding and acceptance of each other, our community and the natural environment.
- Implement an Anti-Bullying policy at Crestwood Public School where our students will spend the school day free from the fear of bullying, harassment, victimisation and intimidation.
- Increase the awareness of issues related to bullying and demonstrate effective strategies to deal with bullying that lead to improved playground and classroom harmony.

Protection

Crestwood Public School takes bullying seriously and does not tolerate bullying in any form. Every member of the school community has the right to be in a happy and safe environment. The school promotes positive and respectful relationships between all members of the school community.

Definition of bullying

Bullying can be defined as **repeated** verbal, physical, social or psychological behavior that is harmful and involves the misuse of power by an individual or group towards one or more person. Cyber bullying refers to bullying through information and communication technologies.

Bullying can involve:

- Humiliation
- Domination
- Intimidation
- Victimization, and
- All forms of harassment including that based on
 - Sex
 - Race
 - Disability or
 - Homosexuality

How it feels to be bullied

Bullying hurts. It makes the person feel scared and upset. It can make the person so worried that he/she can't work well at school. It can make the person feel that he/she is no good, that there is something wrong with them. Bullies can make the person feel that it's their fault.

The role of the school

It is the shared responsibilities of students, parents, caregivers and teachers in preventing and responding to bullying behaviour.

Members of **staff** will:

- Send very clear messages to students as to what is acceptable behaviour;
- Be positive role models in action and speech;

- Consistently apply sanctions against bullying behaviour;
- Promote a safe and happy playground environment through supervision;
- Create an environment where students care for, and are interested in, each other;
- Provide the students with skills to solve problems and avoid conflict;
- Establish links between the school and the community so that everyone know the content of the anti-bullying program; and
- Establish links with other agencies to address bullying issues as required.

Students will be involved in regular discussions and explicit lessons on:

- Building self esteem
- Problem solving skills
- Social skills
- Being assertive not aggressive
- Informing adults of conflict or bullying situations
-

It is vital as teachers we are being seen to take action.

Taking action stops bullying.

Silence and secrecy nurtures bullying.

The role of parents

The school makes the following suggestions to parents.

- Take an active interest in -
 - Your child's social life
 - What is happening at school.
- Encourage your child to -
 - Bring friends home
 - Accept and tolerate differences in others
 - Talk to a parent/teacher if he/she has witnessed or become aware of bullying.
- Build your child's self-confidence by -
 - Recognising and affirming his/her positive qualities
 - Valuing him/her for who they are
- Discuss with your child -
 - The school's expectations about behaviour;
 - Ways to respond if his/her rights are infringed;
 - Ways to respect others' rights.
- Encourage constructive responses to bullying.
 - Physical bullying or persistent teasing should be reported.
 - Hitting back or retaliating with name-calling won't solve the problem.
- Set an example
 - Be firm, but not aggressive in setting behaviour limits.
 - Be positive in things you say and do.
- Be alert for signs of distress such as -
 - Unwillingness to attend school
 - Dropping off in academic performance
 - Damaged clothing and frequent loss of personal property
 - Loss of confidence and uncharacteristic mood changes
 - Withdrawal from social activities
 - Persistent headaches or feeling sick.
- Be alert for signs of bullying behaviour. This may include -
 - Aggression towards others,
 - Insolence,
 - Dominance in social activities,
 - Intolerance towards others,
 - Not accepting responsibility for actions.
- Notify the school
 - If your child is being bullied at school, report it to a teacher, or the Deputy Principal. Your report will be followed up.
 - If you suspect your child may be bullying others, report it to a teacher, or the Deputy Principal. Your report will be followed up.

Prevention

Suggested Teacher Strategies

DON'T

- Ignore complaints
- Send children away
- Overreact to the incident.

DO

- Be accessible
- Give children a chance to explain
- Follow school policy and procedures

In the classroom, the STOP THINK DO step by step method for solving social problems using a traffic light motto needs to be explicitly taught.

STOP (red) - define the problem
- recognise feelings
- identify goals

THINK (yellow) - generate solutions
- evaluate consequences

DO (Green) - choose a solution
- initiate an action

Advice for students who have been, or are being, bullied

Students should be made aware that early intervention could diffuse conflict situations. Therefore the following strategies should be followed:

- Ignore the bully

- Ask bully to stop and say “Please leave me alone”
- Find different children to play with
- Tell an adult if the bullying continues. Bullying occurs until it is stopped.

Victims will be supported but they must find the courage to take the first step and tell someone.

Advice for students who know or see someone else being bullied

It is every student’s right and responsibility to report bullying whether it happens to oneself or to someone else. A student should:

- If possible, intervene as the bullying occurs by telling the bully to stop. This is very useful if the onlooker has influence with the bully.
- Refuse to join in with the bullying
- Support students who are being bullied - just standing by them can be enough
- Tell an adult if you are concerned about the bullying

NOTE: Strategies will be further developed and enhanced through the review and evaluation of the anti-bullying procedures.

Early Intervention

- Conduct professional learning meetings early in Term 1 to review school anti-bullying procedures.
- Appoint an anti-bullying officer to oversee data collection and follow-up to issues.

Response

Empowering the whole school

- Parents will be informed via newsletter and the school website of steps to take regarding bullying incidents at least once a term.
- The anti-bullying policy will be uploaded onto the school website (and updated yearly).
- Teachers will be proactive in their response to bullying situations and follow up. Follow the guide, 'Response to a complaint of bullying'.
- Complete bullying report for the anti-bullying officer, who will act on a needs basis.
- The Student Engagement and Retention team will monitor and evaluate the effectiveness of the school anti-bullying plan.
- In Term 4 of each year, the Evaluation team will report to parents, students and staff on the effectiveness of the Anti-bullying plan through the school newsletter and professional learning meetings.

Timeframe for following up on a report of bullying

Following are the procedures and timeframes Crestwood Public School will implement when an incident of bullying is reported to the school.

- Incidents of bullying should be forwarded to the anti-bullying officer on the appropriate notification form within 24 hours.
- The anti-bullying officer will investigate the issue and report back to those concerned within a week.

Matching interventions to different incidents of bullying

Data bases will identify types of bullying and assist in matching appropriate interventions to students.

Programs to support students affected by bullying

The Learning Support Team will work with the anti-bullying contact to provide appropriate support for students affected by bullying.

Reporting serious incidents

The school's procedures for reporting incidents involving assaults, threats, intimidation or harassment are as follows:

- Notify the Principal immediately, of any serious incidents. The Principal will assess the situation, and where appropriate:
 - Contact the School Safety and Security Unit
 - The School Education Director and
 - The police

Contacting the Child Wellbeing Unit or Community Services

Staff are mandatory reporters of any concerns in regards to a student's wellbeing. The Principal or delegate will complete procedures in line with processes outlined by the Child Wellbeing Unit, with action taken as per the guidelines.

Departmental appeal procedures and Complaints Handling Policy

The school has a dedicated complaints handling contact, generally the Principal. Parents are informed through the school newsletter of the Complaint Handling Policy. All complaints are dealt with according to the DEC guidelines.

Strategies to identify bullying patterns

The school plans to implement (through PBL) prompt cards for teachers to deal with bullying in the playground. All information gathered will be passed on to the anti-bullying officer, who will keep and collate data. This will show problem areas and behaviours so the school can then act accordingly.

Reviewing the school Anti-bullying plan

Apart from monitoring and evaluating the plan yearly, the Evaluation team will undertake a full review of the plan every three years.

Additional Information

Castle Hill Police Youth Liaison Officer

Phone: 02 9680 5399 **Fax:** 9680 5303

Cnr Castle & Pennant St, Castle Hill NSW 2154

Mail to: 16-22 Castle St, Castle Hill NSW 2154

Web: www.police.nsw.gov.au

Kids Helpline

1800 551800

Child Wellbeing Unit

9269 9400

School Safety and Security Unit

1300 880 021

Principal's comment

Crestwood Public School does not tolerate bullying or harassment, and respect for others is expected at all times.

At our school we aim to promote a caring atmosphere and foster understanding and acceptance of each other, our community and the natural environment.

Our community is committed to:

- a safe and interesting environment
- an acceptance of people's differences
- implementing student welfare programs in order to develop and maintain a supportive environment for students which enhances self-esteem and encourages the achievement of personal potential
- emphasising social, citizenship and leadership skills enabling students to contribute to, and benefit from, a culturally diverse society
- fostering a successful partnership between the school and home.

We believe that learning can be fostered best in a socially supportive and

enjoyable environment which promotes success for every student and self-esteem and confidence are central to student learning. Students have a right to be safe, to learn, to be given opportunities to find and develop their talents and to be accepted for who they are.

This plan outlines the commitment by the school to ensure everyone has the right to have his or her concerns taken seriously in regards bullying behaviour. This plan has been developed collaboratively with the staff, students and parents and will continue to be revised regularly to ensure it is effective in dealing with issues and concerns at Crestwood Public School.

The school team who developed the initial plan consisted of staff, parents and community representatives.

The plan was last reviewed and updated in 2015.

School contact information

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