



ANTI-BULLYING PROCEDURE

- Rationale -

At Crystal Brook Primary all members of the school community are entitled to a safe, secure and caring environment that is free from bullying and harassment. It is EVERYONE'S responsibility to ensure this happens. Bullying, harassment and violence are issues which are treated very seriously as they can adversely affect a person's ability to work and learn, therefore we work hard to find solutions to stop bullying. Evidence suggests that the development of resilience and positive self-esteem can help protect people from the harmful effects of bullying, as well as help them build positive peer relationships.

- What is Bullying -

Bullying is **repeated** verbal, physical, social or psychological behaviour that can be 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 FORMS OF VIOLENCE BETWEEN EQUALS AND SINGLE INCIDENTS ARE NOT DEFINED AS BULLYING.

Arguments can be distressing, but it is not bullying when two people are both upset and neither one is misusing power over the other. Conflict may still give rise to unacceptable behaviour which will be responded to as part of school's behaviour support processes. Bullying of any form or for any reason can have long term effects on those involved including bystanders.

Bully (wrong-doer) - A person who intentionally abuses the rights and dignity of another by inflicting emotional and/or physical pain with the cruel intention of crushing the spirit of their victim.

Victim—A person at the receiving end of a bully's abuse.

Bystander - A person who puts aside their virtues and knowingly contributes to the abuse of another's dignity and rights by taking no action to stop or prevent it.

Equals—If it is a use of power.

- Types of Bullying -

Harassment

Harassment is behaviour that targets an individual or group due to their identity, race, culture or ethnic origin; religion; physical characteristics; gender; sexual orientation; marital, parenting or economic status; age ability or disability that offends, humiliates, intimidates or creates a hostile environment. E.g. mean/hurtful name calling, racial harassment.

Discrimination

Discrimination occurs when people are treated less favourably than others because of their race, culture or ethnic origin; religion; physical characteristics; gender; sexual orientation; marital, parenting or economic status; age; ability or disability. Discrimination is often ongoing and commonly involves exclusion or rejection.

Cyber Bullying

Cyber bullying is a term used to describe bullying that is carried out through internet or mobile phone technologies. It is often combined with off-line bullying. It may include a combination of behaviours such as pranking (i.e. hang-up calls), sending insulting text messages, publishing someone's private information, creating hate sites or implementing social exclusion campaigns in social networking sites. It is also cyber bullying when student(s) use technology to run a multi-step campaign to bully another student, e.g. setting another student up to be assaulted, video-recording their humiliation, posting the recording online and then sending the website to others.

Sexual Harassment

Sexual Harassment is unwelcome sexual conduct which makes a person (male or female, of the same or opposite gender, same-sex attracted, bisexual or transgender) feel offended, humiliated and/or intimidated, where that reaction to the conduct is reasonable in the circumstances. E.g. Inappropriate touching, not respecting personal space, teasing about girlfriends/boyfriends, unacceptable sexual comments/actions.

Violence

Violence is the intentional use of physical force or power, threatened or actual, against another person(s) that results in psychological harm, injury or in some cases death. Violence may involve provoked acts and can be a single incident, a random act or can occur over time. E.g. hitting, punching, kicking, pinching, scratching, slapping, strangling.

AT CBPS WE ALSO TREAT VIOLENT SINGLE INCIDENTS WITH UP MOST SERIOUSNESS AS WE HAVE ZERO TOLERANCE TO VIOLENCE & THE SCHOOL BEHAVIOUR PROCEDURE WILL BE FOLLOWED AS STATED IN OUR STUDENT BEHAVIOUR SUPPORT PROCEDURE.



ANTI-BULLYING PROCEDURE

- Reporting & Responsibilities -

What can you do about bullying

Who to report it to:

- Talk to a teacher or another adult within the school.
- Talk to your parents or caregivers.

How to report it:

Tell the trusted adult where the bullying happened, how often it has happened and what you have done to try and stop it.

- Use the email link (dl.0111_Bullyingnoton@schools.sa.edu.au) to the Leadership Team on the website.

When to report:

Report it in the early stages. Do not leave it too long. When bullying is ignored it may get worse.

Responsibilities of school, Principal, teachers, students and parents:

Like all DECD schools, we work within the guidelines of the School Discipline Policy.

A range of consequences may be used for students who bully and harass, including time spent out of the classroom or playground. We will initiate a Student Development Plan in response to unacceptable behaviour of students.

Principals can suspend and/or exclude students from school, **even if the behaviour occurred outside of school hours or off site**, including cyber bullying. Police may also need to be contacted if the behaviour is considered illegal (e.g. sexting).

Staff may also;

- Talk with students involved and help them to solve the problem
- Teach students about dealing with conflict and anger
- Teach students about care and respect for themselves and others

- How do I recognise a student that is being bullied? -

Children affected by bullying and harassment may not talk about it with their teachers or School Counsellor. They may be afraid that it will only make things worse, or that it is wrong to tell tales or 'dob-in' other students.

When people are bullied or harassed they may feel angry, embarrassed, frightened, humiliated or uncomfortable, scared and/or unsafe.

Some signs a child or young person is being bullied or harassed may be:

- Reduced ability to concentrate and learn
- Refusal to attend school, excuses not to go
- Unexplained cuts, bruises or scratches
- Stolen or damaged possessions/clothing
- Headaches or stomach aches
- Asking for extra pocket money or food
- Acting out, tearful, sadness, lack of interest in usual activities
- Unwillingness to discuss or secrecy about their online communications (e.g. mobile phone texts. Facebook comments)

Other Considerations:

When dealing with bullying and harassment incidents we use flexibility and consider all needs of the students involved, including; Students with disabilities, learning difficulties, special school students, Aboriginal students, Children in Care, and students of same sex attraction.

We do not use a 'one size fits all' approach, as each incident and the students involved are different, e.g. it is depending on the nature, severity and the extent of the bullying.

ANTI-BULLYING PROCEDURE**- What do we do about incidents of bullying -****What do we do about incidents of bullying:**

- We will listen and talk to the person who has been bullied and the person who has bullied others.
- We will actively work to even the balance, to repair and prevent the repetition of bullying and harassment by using Restorative Practices.
- We will put negotiated consequences in place if this is required. Consequences will allow for flexibility depending on the nature, severity and extent of the bullying. Consequences may include time out in the office, suspension or exclusion.

Staff may also:

- Support students to deal with conflict.
- Counsel students who have been bullied.
- Counsel and support students who bully others to deal with conflict appropriately.
- Talk with parents and caregivers about the situation.
- Set up processes to monitor the situation.

Bullying and harassment are issues which are treated very seriously.

We deal with unacceptable behaviour and work hard to find solutions to stop the bullying and ensure students know how to deal with such incidents to feel safe at school.

- Prevention & Intervention -

We believe that an effective strategy in anti-bullying and teaching responsible behaviours is to recognise successes through celebration. This is done at a whole school level, classroom level and individual level. Recognition that all students are individuals is fundamental. What one child will respond to will be different to what the next child will respond to, negotiation is vital.

Prevention strategies include:

- Using the curriculum to teach students about respectful relationships, civics and citizenship
- Keep Safe—Child Protection Curriculum
- Developing programs to help students participate and have a say in their learning
- Teaching students about violence prevention, conflict resolution, anger management and problem solving and developing policies which promote student safety
- Teaching for and about diversity and tolerance
- Providing professional learning for staff in collaboration with local agencies
- Whole School routines and agreements

** CBPS will provide training and development opportunities to staff, parents and students as required*

Intervention strategies include:

- Counselling students who have been bullied
- Talking with parents or caregivers about the situation
- Putting consequences in place for those who bully others
- Teaching students not to be bystanders, to get involved, seek an adult to intervene if needed
- Ensuring all staff know how to address bullying effectively and respectfully
- Students can email their bullying issues to Leadership by a unique email address
- Referral to Regional Support Services (e.g. for behaviour, psychology)

Post-intervention strategies include:

- Monitoring the situation between the students to ensure their safety and wellbeing are maintained
- Talking with parents or caregivers about ongoing strategies
- Reviewing our yard duty procedures to make sure they are effective
- Dealing with hotspots in the yard
- Reviewing and evaluating behaviour codes and policies



ANTI-BULLYING PROCEDURE

- Coping Strategies -

If your child is being bullied:

- Listen calmly to your child
- Discourage any planned retaliation, either physical or verbal.
- Encourage positive strategies such as :
 - ⇒ Using a strong, confident voice
 - ⇒ Staying away from the place where the bullying is occurring.
 - ⇒ Don't react; just walk away with your head high.
 - ⇒ Don't show that you are scared, even though you might be.
 - ⇒ Tell the bully "Leave me alone" and walk away confidently.
- Let your child know that telling about the bullying or harassment is the right thing to do.
- If necessary, assist your child in discussing the problem with a teacher/staff member
- If you suspect your child is bullying other students please contact a staff member so that we can support you and your family for a positive outcomes.

- Documented Processes -

At CBPS we use the following documentation processes to monitor processes and collect data:

- Student Behaviour Support Profile—individual
- Emailing School Leadership via dl.0111_Bullyingnoton@schools.sa.edu.au
- Bully audit
- EDSAS recording
- Restorative Practices
- Advice to parents
- Reflection sheets filled out by students

- Valuable Resources & Information-

For more information and valuable resources;

- www.bullyingnoway.com.au
- DECD Parent Help Line: 1800 222 696
- Kids Help Line: 1800 551 800— kidshelp.com.au
- Child and Youth Health Parent Help Line: 1300 364 100
- Safer DECD Schools

For more information on Cyber Bullying and Safety, please refer to the following websites:

- Cyber Safety: Keeping Children Safe in a Connected World (<http://www.decd.sa.gov.au/speced2/pages/cybersafety/>)
- Cyber Bullying, e-crime and the protection of children and young people (<http://www.decd.sa.gov.au/speced2/pages/bullying/researchInitiatives/?reFlag=1>)
- ACMA's (Australia Communication and Media Authority) Cyber {smart} Website (www.cybersmart.gov.au)
- A Parents guide to Internet Safety—Australian Government—www.netaert.net.au

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