



Education &
Communities

Anti-bullying Plan

Ingleburn 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.

Ingleburn 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.

This document has been formulated in consultation with the school community, who have been invited to take part in the development, implementation, evaluation and review of this plan.

Statement of purpose

Ingleburn Public School is committed to creating and promoting a safe and respectful, learning environment that enhances the well-being and development of every student.

Protection

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.

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 the whole school community.

All members of the school community contribute to the preventing bullying by modelling and promoting appropriate behaviour and respectful relationships.

School will promote a safe, respectful learning environment by embedding anti-bullying messages into each curriculum area and in every year.

Prevention

Ingleburn Public School will implement the following strategies for bullying prevention

- Staff education about the definition of bullying and what constitutes bullying behaviour.
- Invite relevant professional speakers to Professional Learning Sessions
- Accessing and liaising with interschool, regional and departmental resources.
- Designated class times across the school to ensure coverage of PBIS values (Positive Behaviour Learning Lessons)
- Anti-bullying week at the start of the year to educate students on bullying. This will be followed up each term with two single anti-bullying lessons as a reminder for students.
- Friendly Schools and Families program
- Parent education lessons
- Resilience talks for students by DEC representative

Early Intervention

Our school will develop regular monitoring of the school welfare database (STARS) to identify students who:

- Need time with the welfare leader to debrief about their school experiences
- Have increased incidents of behavioural problems

Ingleburn Public School teacher visits to pre-schools to discuss transition into kindergarten. This is an opportunity for pre-school teachers to identify students who may be affected by bullying.

Question on enrolment form for caregiver to indicate if their child has been bullied previously or engaged in bullying behaviour.

Bullying behaviours in the playground are documented for the monitoring and communication purposes amongst staff using a playground behaviour book (Red Book).

Bullying behaviours in the classroom are communicated at whole school staff communication meetings where minutes are recorded for access by staff not in attendance.

Reflection Room and PlayZone areas allows for those students demonstrating bullying behaviours to be closely monitored during lunch time and educated regarding socially acceptable behaviour.

Pre-emptive reward systems are utilised for those students that have been identified as having potential bullying behaviours.

Consultation with parents about expected behaviours for students who demonstrate bullying behaviours as well as those with the perception of being bullied.

Transition programs are accessible for Year 6 students who may require support from the High School regarding their move.

Interviews with relevant High School personnel regarding student's progress and to discuss those who have been identified as being at risk of bullying or have demonstrated bullying type behaviours.

Regular reporting from executive to appropriate staff of welfare incidents at home and at school.

Staff training in relation to dealing with, and speaking appropriately to students in order to de-escalate a situation.

Utilising DEC resources including relevant staff who have expert knowledge regarding bullying.

Response

Ingleburn Public School will implement the following strategies to empower the whole school community to recognise and respond appropriately to bullying, harassment and victimisation and behave as responsible bystanders.

Staff make themselves accessible for students to report acts of bullying.

Each classroom within the school has a bullying box accessible where students can anonymously report bullying incidents as a bystander or a victim.

All complaints and incidents of bullying will be thoroughly investigated and documented for ongoing monitoring.

All issues of bullying brought to the attention of staff will be referred to a case manager within 24 hours.

Within two school days the case manager will investigate the incident gathering relevant information from all parties involved. They will respond to all parties ensuring confidentiality and privacy, enforcing appropriate consequences in line with the Ingleburn Public School discipline policy and the DEC suspension and expulsion procedures.

Teacher involved will:

Deal with minor issues as they feel appropriate and record all bullying on STARS database

Refer incident to grade anti-bullying representative if issue is more serious

Grade Anti-bullying Representative will:

Ensure incident is documented on STARS database

Follow mediation procedures to ensure each person involved has their side of the story documented

Refer to Executive staff member if bullying issue is more serious

Executive will:

Gather all information documented to analyse situation

Mediate with all parties involved to reach a solution

Contact parents of parties involved to inform them on the steps that have been taken to resolve the issue

Counselling will be made available to both victim and bully.

Resilience strategies are offered to relevant students and ongoing support is provided on the playground and in the classroom.

Parents are encouraged to work collaboratively with the school to resolve incidents of bullying when they occur.

Confirmed complaints of bullying are reported at whole school staff communication meetings where minutes are recorded for access by staff not in attendance.

Students returning to school from suspension will formulate contracts in consultation with family and teachers regarding expected behaviours and potential consequences.

Incidents involving assaults, threats, intimidation or harassment will be reported to the school Principal and, in turn, referred to the School Safety and Response Unit. An incident report form will be completed and parents of both parties contacted.

Where appropriate, bullying incidents are reported to the Child Wellbeing Unit or Community Services by the principal and notifications sent to the School Education Director.

Ingleburn Public School follows departmental procedures for the handling of complaints

https://detwww.det.nsw.edu.au/policies/general_man/complaints/resp_sugg/PD20020051_i.shtml?level=Schools&categories=Schools%7Cpersonnel%7Ccomplaints+%26+conduct

Response to Developing Anti-bullying Plan

Ingleburn Public School will continue to work with the school community to develop and refine the Anti-bullying Action Plan.

This draft of the Anti-bullying Plan will be made available to the school community through the school website (INSERT URL). It will also be presented to the P&C Committee and distributed to all staff.

This draft Anti-bullying Plan will be finalised by the end of 2011 and again made available for reference by June 2012

Forums will be organised for students and parents to allow them to respond to Ingleburn Public School's Anti-bullying Action Plan.

Questionnaire will be made available and distributed to give the school community an opportunity to respond to the school's Anti-bullying Plan.

School Executive and the Student Wellbeing Committee will discuss proposed Action Plan changes with staff at weekly communication meetings.

The Ingleburn Public School Wellbeing Committee will report annually to the school community on the effectiveness of the Anti-bullying Plan at the end of year P&C meeting.

The Anti-Bullying Plan will be evaluated and reviewed at the end of 2014.

Additional Information

Police Youth Liaison Officer: (02) 9605 0427

School Liaison Police Officer: 0437 885 583

Kids Help Line: 1800 55 1800

Lifeline: 13 11 14

Regional Office: 9203 9920

CyberSmart: www.cybersmart.gov.au

A-Z School Directory:

<https://detwww.det.nsw.edu.au/lists/directoratesaz/index.htm>

Burnside: Ph: (02) 9768 6866

Fax: (02) 9630 6210

Email: mail@burnside.org.au

Wesley Mission: Ph: (02) 9263 5555

Fax: (02) 9264 5681

Principal's comment

Ingleburn Public School is committed to creating and promoting a safe and respectful learning environment that enhances the well-being and development of every student. The Anti-bullying Plan of Ingleburn Public School aims to minimise risk and assist students involved in bullying incidents.

Matthew Ralph (Deputy Principal)

Nicole Perry (Classroom Teacher)

School contact information

Ingleburn Public School

Cnr Oxford Rd and Cumberland Rd,

Ingleburn, NSW, 2565

Ph: (02) 9605 1423

(02) 9605 1635

Fax: (02) 9829 3968

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

Web: <http://www.ingleburnpublicschool.com.au/>