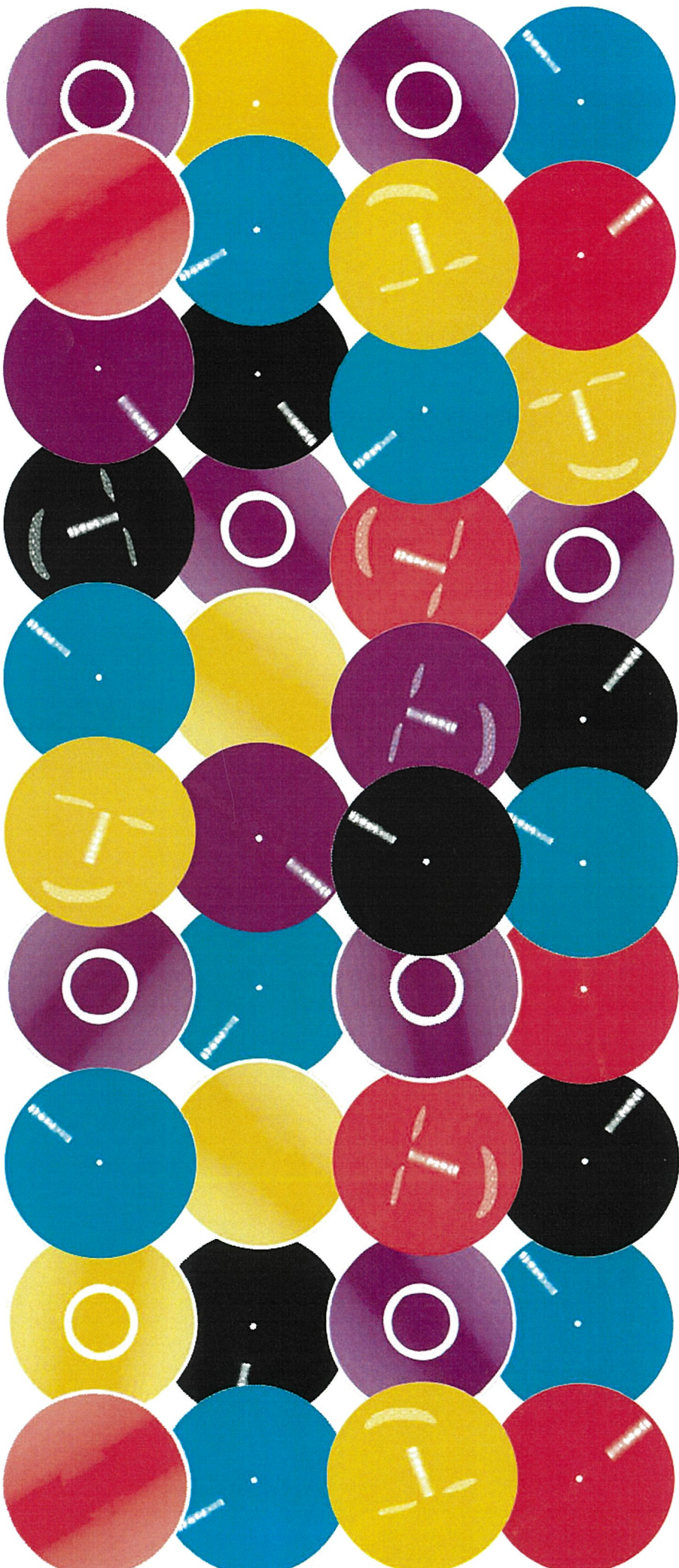


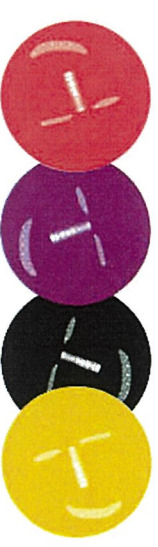
Anti-bullying Plan

ZIG ZAG 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.

ZIG ZAG 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 policy will be reviewed and ratified through the school and parent community to raise awareness about bullying and what to do about it.
- This will be achieved via the school newsletter, parent focus groups and P & C Meetings.
- Should bullying occur, the appropriate action will be taken as outlined in the discipline policy.
- Appropriate training for children and staff.
- Further conscious raising activities could be undertaken with the children.
- The effectiveness of the measures outlined in this policy will be evaluated over time.

Statement of purpose

Zig Zag Public School rejects bullying in any form.

The school actively maintains a supportive and non-threatening culture, where all members of the learning community have the right to feel safe to report bullying in any form and expect that action will be taken.

Protection

“Bullying involves a desire to hurt + hurtful action + a power imbalance, = (typically) repetition + an unjust use of power + evident enjoyment by the aggressor and a sense of being oppressed on the part of the victim.” Professor Ken Rigby in *Bullying and the Creation of a Healthy School Environment: Schools Need to Know Exactly What They’re Up Against*. 2000

Bullying behaviour:-

- can take a number of forms
 - Verbal or Non-verbal –eg name calling, put downs, threats, teasing, hand gestures
 - Physical – eg hitting, pushing, tripping, property stolen or damaged
 - Social –eg hurtfully excluding, spreading rumors, degrading comments
 - Cyber- use of information and communication technologies
 - Psychological –eg ridiculing another, forcing others to act against he/her will
- can be planned or unplanned.
- Bullying can involve humiliation, domination, intimidation, victimization and all forms of harassment including that based on sex, race, disability, homosexuality or transgender. Bullying in any form or for any reason can have long-term effects on those involved including bystanders.
- Conflicts or fights between equals or single incidents are not defined as bullying.
- Often goes on undisclosed (without teachers’ or parents’ knowledge); and
- Can occur at school, on the way to and from school and at home (telephone calls, e-mails).

The impact of bullying can be significant. Zig Zag Public School recognises an obligation, derived from the rights of students, to do what it can to **prevent bullying and assist students** when their safety is threatened.

Prevention

Staff will:

- be role models for the students at all times
 - teach co-operative learning, play skills and conflict resolution skills through peer support and personal development programs
 - match a planned combination of intervention to the particular incident of bullying.
 - embed anti-bullying messages into each curriculum area and in every year.
 - be observant for signs of distress and suspected incidents of bullying;
 - actively supervise to minimise opportunities for bullying;
 - intervene to assist students being bullied by removing sources of distress without increasing the students' exposure.
 - support students who speak out and report incidents of bullying;
 - consult with students (eg individuals and school leaders) to identify issues which give rise to concern; and
 - report all incidents and suspected incidents to the appropriate staff member who will follow designated procedures.
- Students will be strongly encouraged to:**

- refuse to be involved in any bullying situation;
- when bullying occurs, take some form of preventative action;
- report all incidents or suspected incidents; and
- actively participate in school programs such as Peer Support and social skills.

Parents/Caregivers will:

- be role models;
- watch for signs of distress in their child eg unwillingness to attend school, a pattern of headaches, missing equipment, requests for extra money, damaged clothes or bruising.

- encourage their child to tell a staff member about bullying incidents and if possible allow the child to report and deal with the problem;
- Inform the school if bullying is suspected whether to or by their child;
- not encourage their child to retaliate;
- communicate to their child that parental involvement is appropriate;
- be willing to attend interviews at school if their child is involved in any bullying incident; and
- be willing to inform the school of any cases of suspected bullying even if their child is not directly affected.

Early Intervention

DO

- ✓ Acknowledge that teasing and bullying exists at our school.
- ✓ Believe that teasing and bullying is a serious problem that needs to be tackled by the whole school.
- ✓ Be aware of the effects of teasing and bullying on ALL those involved.
- ✓ Have an active policy and procedures that clearly state teasing and bullying will not be tolerated.
- ✓ Remember- all children have a right not to be bullied.
- ✓ Implement the school's policy and procedures **CONSISTENTLY**.
- ✓ Keep records to incidents, and then action taken, in a central place.
- ✓ Support your child's mediators.
- ✓ Use the mediation process when investigating incidents.
- ✓ Ask appropriate questions to gather information from both sides.
- ✓ Inform management of classroom or parent reported incidents.
- ✓ Expect students to try initially to resolve the conflict.
- ✓ Be impartial and consistent.

DON'T

- ✗ Ignore students' complaints or problems.
- ✗ Expect students to "sort it out", "get tough" or "cope alone".
- ✗ Be over protective and refuse to allow the student to help him/herself.
- ✗ Overreact to incidents- treat them in context.
- ✗ Label the student/parents.
- ✗ Make references to other members of the family- "just like your brother".
- ✗ Give bullies mixed messages by using inappropriate punitive measures.
- ✗ Don't give additional chances and warnings to offenders.

Supervision of "at risk" areas in school

- These areas include the bubblers, toilets and canteen.
- Ensure quality of supervision by teachers.
- Be punctual to classes and assemblies.
- Remember "Duty of Care".
- Maintain effective communication.
- Be aware of "risk areas, times and students".
- Be mobile and visible when on duty.
- Be approachable.
- Be involved with students when on duty.
- Encourage students to be observant.
- Encourage students who witness bullying to report honestly.
- Reward students doing the right thing.
- Be aware of vulnerable students:
 - who may be new to the school,
 - be different in appearance, speech or background,
 - suffer low self-esteem,
 - demonstrate "entertaining" reactions when bullied,
 - be more nervous or anxious.

- Be proactive in preference to reactive.
- Have high expectations.
- Be fair, insistent, persistent, and consistent.

Response

Resolving Incidents of Bullying

Staff will support an open culture enabling students to seek help on any problems that may arise through bullying.

Staff will follow Zig Zag Public School's anti-bullying procedures as outlined in the policy.

Ref. to "Dealing with Teasing and Bullying Flow Chart."

Students who are being 'bullied'

Students who are being bullied will be supported by their teacher, the Principal and, if requested, the School Counsellor. Parents will be involved and a support strategy will be developed jointly to suit the needs of the student.

Support could involve:

- the class teacher discussing strategies to prevent situations arising;
- discussing options available to the student and class if bullying does occur;
- the teacher/Principal conducting group meetings to resolve an issue or develop personal skills required to deal effectively with the issue;
- counselling sessions with the school counsellor; and
- involvement in meetings with the students who are bullying to establish ground rules so that the students can co-exist.

Ongoing monitoring will take place.

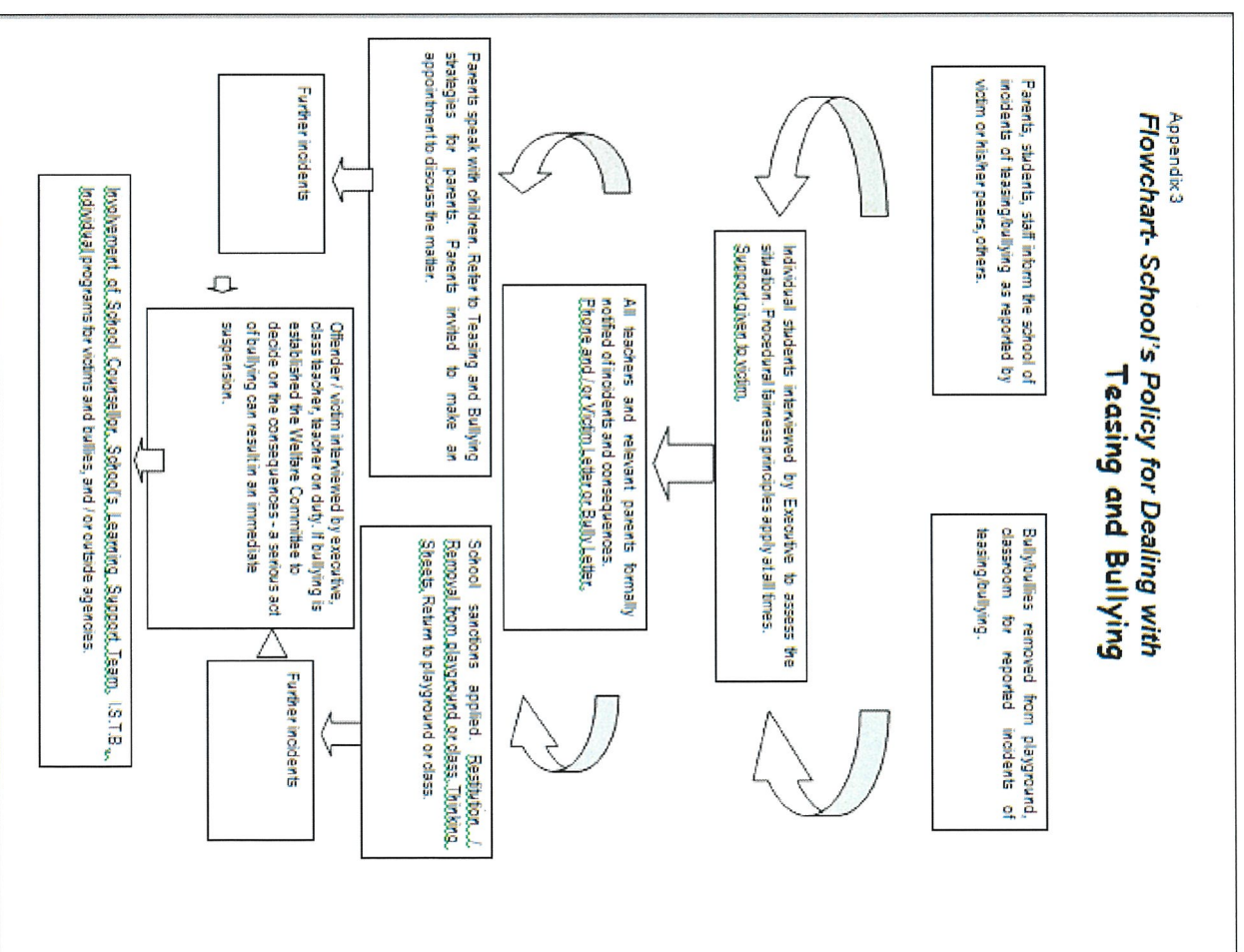
Students who bully others

In the initial stages intervention will be participative and non-punitive, focusing on the student developing and implementing solutions to the problem.

Students who continue to bully others, will be involved in intensive intervention with full parental involvement. Intervention may include:

- behaviour management plans supported by itinerant support teacher behaviour;
- participation in specialised group programs (eg Social Skills programs) and
- intensive, individual or group counselling.

Suspension may be imposed at any time.



Serious Incident Response

Zig Zag Public School has procedures for reporting serious incidents involving assaults, threats, intimidation or harassment. These incidents must be reported to staff immediately and these incidents will be reported to the School Safety and Response Hotline within 24 hours.

An incident is broadly defined in the Department's Incident Reporting Policy as an event which:

- causes disruption to an organisation;
- creates danger or risk that could significantly affect individuals within the organisation;
- impacts on the effective operation of the workplace;
- attracts negative media attention or a negative public profile for the workplace or the Department of Education; and
- Workcover describes as a "serious incident" which must be reported by law.

Concerns for safety, welfare and well-being:

Zig Zag Public School will contact the Child Wellbeing Unit if information to identify and implement appropriate local responses to support the child, young person and their family.

Complaints:

The NSW Department of Education (DoE) seeks to resolve difficulties, grievances and complaints in a prompt, impartial and just manner. The school has specific procedures to deal with these issues. Anyone can make a complaint.

A complaint can be about:

- any aspect of the service provided, or not provided, in any Department of Education site;
- the behaviour or decisions of staff; or
- practices, policies or procedures.

Patterns of Bullying Behaviour:

Zig Zag Public school will use the following strategies to identify patterns of bullying behavior:

- students will be provided with debriefs if incidents occur.
- Daily monitoring of incidents regarding student welfare
- Tracking bullying behavior over time
- Students will be surveyed to determine their opinions about the effectiveness of the Anti-bullying Plan

Review of Anti-Bullying Plan:

Zig Zag Public School will promote and publicise this Anti-bullying Plan by making it available to parents. It will be made available to the school community via the school website.

Zig Zag Public School will monitor and evaluate the effectiveness of its Anti-bullying Plan through parent, student and staff surveys. The results will be communicated to the school community through the Annual School Report and P&C meetings on an annual basis.