
1. PURPOSE:

- 1.1 To reinforce within the school community what bullying is, and the fact that it is unacceptable
- 1.2 To alert everyone within the school community of the signs and evidence of bullying and to ensure bullying is reported to staff whether a person is an observer or a victim
- 1.3 To ensure that all reported incidents of bullying are followed up appropriately
- 1.4 To seek parental and peer-group support and co-operation at all times

2. DEFINITION:

- 2.1. A person is bullied when someone, or a group of people, deliberately upsets or hurts another person or damages their property, reputation, social acceptance or exclusion on a number of occasions
- 2.2. Bullying involves an imbalance of power in incidents of bullying with the bully or bullies having more power at the time due to age, size, status or other reasons
- 2.3. Bullying may consist of physical or psychological harm, harassment, verbal insults or hurtful remarks, or actions designed to hurt somebody's reputation, social standing or to cause humiliation
- 2.4. Bullying may be carried out directly or indirectly, and may include the use of digital technologies such as social network sites, websites or on-line chat rooms (Refer to Cyber Bullying Policy)

3. GUIDELINES:

- 3.1 Primary Prevention:
 - 3.1.1 Professional Learning for staff relating to bullying, harassment and proven counter measures will be provided
 - 3.1.2 Each classroom teacher will discuss with students the types of bullying, as well as the consequences and impact of bullying
 - 3.1.3 The provision of programs that promote inclusiveness, resilience, life and social skills, assertiveness, conflict resolution and problem solving will form an integral part of our curriculum;
 - 3.1.3.1 programs will include a focus on student assertiveness to challenge and report unacceptable behaviour even as a bystander
 - 3.1.4 Staff and students will promote the philosophy of 'No Put Downs'
 - 3.1.5 School will promote and encourage parents to report incidents of bullying to staff
 - 3.1.6 Recognition and reward for positive behaviours and resolution of problems will occur as appropriate

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- 3.2 Isolated, Infrequent or Less Serious Incidents:
- 3.2.1 Staff will respond to all instances of suspected bullying
 - 3.2.2 The school will reinforce with children the importance of appropriately reporting incidents of suspected bullying involving themselves or others
 - 3.2.3 Parents will be contacted if their child has been bullied or if their child appears to have bullied someone else
 - 3.2.4 School staff will not disclose names of other parties involved to parents
 - 3.2.5 Appropriate and proportional consequences may include a verbal apology, writing a letter of regret, loss of privileges or more serious consequences at the discretion of the Principal
- 3.3 Repetitive or Serious Incidents:
- 3.3.1 Serious incidents and/or repetitive incidents of bullying or unacceptable behaviour must be reported, investigated, documented and responded to by staff
 - 3.3.2 Serious incidents may include but are not limited to physical assault, sexual assault, criminal activity involving theft or serious damage of property, serious threats, physical/medical conditions, homophobic, racial, cultural or religious vilification
 - 3.3.3 Depending upon the nature of each incident, it may be also be reported to and investigated by police, reported to the Student Critical Incident Advisory Unit, and/or reported to the Department's Emergency and Security Management Unit
 - 3.3.4 The school may contact support professionals such as Welfare Officers, Welfare Coordinators or Counsellors and/or Student Support Officers for assistance and support
 - 3.3.5 Both bullies and victims will be offered counselling and support
 - 3.3.6 All repetitive or serious incidents must be brought to the attention of the principal class members of the school
 - 3.3.7 The most appropriate staff member will contact parents of the child/children involved, principal class members will contact alleged perpetrators unless advised by police etc. not to do so
 - 3.3.8 Regional Office will provide support as appropriate, and the Principal will monitor the investigation and review the situation until matters are appropriately resolved
 - 3.3.9 Consequences of repetitive or serious incidents may include criminal charges, suspension, expulsion, loss of privileges, counselling, conciliation or any other consequences consistent with the school's Student Code of Conduct

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- 3.3.10 A management strategy for all parties will be developed in consultation with the students and parents involved
 - 3.3.11 Parents or community members who bully, harass or abuse staff will be provided with official warnings, and if necessary referred to the police, and/or have Trespass restrictions placed upon them by the Principal consistent with the Summary Offences Act.
- 3.4 Post Incident:
- 3.4.1 Appropriate strategies will be put in place after the incident has been resolved for all students involved. Appropriate strategies may include:
 - 3.4.1.1 conciliation meetings between all parties
 - 3.4.1.2 ongoing monitoring of students involved
 - 3.4.1.3 identification of an agreed key contact staff member for each student involved
 - 3.4.1.4 follow-up meetings regarding each child's management strategy
 - 3.4.1.5 ongoing communication with parents
 - 3.4.1.6 counselling from appropriate agencies of support officers etc. for both parties
 - 3.4.1.7 reinforcement of positive behaviours and appropriate behaviour strategies.