LAVERTON P-12 COLLEGE

Anti-Bullying & Cyber Bully Policy
Date: July 2012

1.   Rationale

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 staff, students, parents, caregivers and members of the wider school community. Laverton P-12 College endeavours to provide an environment free from bullying. To ensure this, the school will adopt a whole-school approach to anti-bullying.

2.   Aims

Every member of the Laverton P-12 College community has the right to a safe and supportive work environment, where diversity is valued and everyone is treated with respect, fairness and dignity.

Laverton P-12 College, in conjunction with the DEECD, will act to ensure that the safety, security, health and wellbeing of all students are protected.

All forms of Bullying behaviour will not be tolerated. A comprehensive education program in relation to bullying, will continue to be implemented at Laverton P-12 College. The Anti-bullying program will be supported through a range of whole school preventative programs, including (but not limited to) mentoring programs and student focus groups .

Definition of 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. This may include such things as social network sites, mobile phones, online games, emailing or texting.
>
> Bullying can involve humiliation, domination, intimidation, victimisation and all forms of harassment including physical, verbal, visual, sexual and racial. Bullying can also include extortion and exclusion.
>
> Note: Conflict between equals or single incidents are not defined as bullying.

3   Outcomes of Bullying

3.1   If children are bullied the following may occur:

3.1.1   Physical Signs: cuts and bruises, loss or damage to personal property or valuables, torn clothing.

3.1.2   Psychological Signs: mood swings, changes in usual behaviour, less approachable, nightmares and terrors, non-specific pain, destructive or self-

destructive behaviour, bouts of apathy and depression, anxiety, difficult to manage, over-sensitive/or being weepy.

3.1.3 Social Signs: doesn't seem to have any friends, putting in less effort, doing less well at school, giving up on hobbies, reluctance about going to school and secretive behaviours.

4 Rights

4.1 All students are expected to act accordingly to support an environment free from bullying. The school recognises it has an obligation to take steps to prevent bullying and to assist those who may be subjected to forms of bullying.

5 Responsibilities of those who witness bullying:

5.1 For the Laverton P-12 College policy on Anti-Bullying to be effective, each member of the school community must be prepared to recognise that everyone has a role to play in its success. All members of the school community must actively oppose bullying by speaking up if they witness bullying occurring. In taking this position, the school recognises that for some, especially children, this in itself may be difficult.

5.2 All staff are open to talking to individual children and groups of children who seek help in relation to problems, which may arise through bullying. Student welfare support can be accessed via the Principal, Assistant Principal, Student Welfare Coordinator, Learning Community Principals and Leaders.

5.3 Parents are encouraged to discuss matters of suspected bullying at school, with the classroom teacher in the first instance.

6 *Preventative Measures for Bullying*

6.1 Professional Learning Teams will:

6.1.1 Communicate the school's anti-bullying policy to all students.

6.1.2 Incorporate anti-bullying lessons within the curriculum program of each Learning Community.

6.1.3 Regularly revisit anti-bullying strategies with students throughout the year.

6.2 Staff will:

6.2.1 Model appropriate behaviours.

6.2.2 Be attuned to signs of a child being bullied.

6.2.3 Be visible in all areas of the playground while on yard duty.

6.2.4 Arrive to take classes on time and not leave groups of children unattended.

6.2.5 Follow up any incidents brought to their attention, with due consideration for the welfare of the child.

6.2.6 Where necessary, bring the matter to the attention of senior members of staff: College Principal, College Assistant Principal, Learning Community Principals and Leaders.

6.2.7 Review anti-bullying strategies with their class on a regular basis:
- Active Bystander (intervene or report incident)
- Discussing types of bullying behaviour
- Responsible Reporting

6.3 The School Administration will:

6.3.1 Organise Anti-bullying Incursions for students and information sessions for parents.

6.3.2 Place regular updates in the school newsletter about anti-bullying.

6.3.3 Place signs/prompts throughout the school about anti-bullying.

6.4 Students are encouraged to:

6.4.1 Talk to staff members and their parents about issues that concern them in relation to bullying at school.

6.4.2 Implement the *'Bystanders Code'* by e.g. assisting the victim and seeking a staff member's assistance if bullying situations occur at school.

6.4.3 Speak out against bullying as it may help themselves or others in the future.

6.5 Parents are encouraged to:

6.5.1 Watch for physical, psychological or social signs related to the outcomes of bullying.

6.5.2 Take an active interest in their child's friendships, meet their friends and encourage their children to socialise with their friends out of school hours. This includes monitoring their child's involvement in online social networking.

6.5.3 Listen carefully to their child, giving the message that they are supported and that nobody deserves to be bullied.

6.5.4 Advise their child to report any incidents to a staff member or the welfare coordinator. Initially encourage the child to report the problem in order for it to be dealt with.

6.5.5 Inform the school administration or their child's teacher if bullying is suspected. **Always** allow the school to deal with the matter. Under no circumstances should parents approach the child that they suspect to be responsible for the bullying.

6.5.6 Refrain from personally retaliating and refrain from advising their child to retaliate, as this will often cause additional problems.

6.5.7 Notify the school if you witness an act of bullying while at school, or going to and from school, even if it does not involve your child.

7 What can a child do if he/she is bullied:
Depending on the circumstances at the time, one or more of the following strategies may be taken: -

7.1 Ignore the action, showing that you are not upset by it.

7.2 Stay calm and in control in a situation of conflict.

7.3 Visualise a safety shield in threatening and confronting situations.

7.4 Identify aggressive, passive and assertive behaviours.

7.5 Recognise the consequences of aggressive, passive and assertive behaviour.

7.6 Say 'no' like you mean it.

7.7 Use repetitive non-emotive responses.

7.8 Develop positive 'self-talk'.

7.9 Indicate to the bully that you do not like the way they are treating you by making a strong 'I feel….' statement.

7.10 Talk it over with a friend and your parents.

7.11 Let your teacher or another teacher know what has happened.

8 **If an incident of bullying is reported, the established school processes will occur:**

8.1 Support and counsel the child. Contact the child's parents and inform them of what has taken place and how the school is dealing with it.

8.2 When students need a more specific vehicle for dealing with conflict and other difficulties related to bullying, one or more of the following strategies should be used:-

8.2.1 No Blame Approach

8.2.2 Method of Shared Concern

8.2.3 Restorative Practices Method

8.2.4 Logical Consequences

8.2.5 Time-Out

8.2.6 Individual Student Management Plan

8.3 Discuss the matter with the student accused of bullying, allowing them to explain their actions and relay to them what has been reported. The student's parent/s to be contacted and informed of the relevant details.

8.4 If it is clear that an act of bullying has occurred, one or more of the following consequences will be assigned to those students responsible for the bullying:

8.4.1
- Loss of privileges.
- Parents contacted and the matter discussed with them.
- a detention issued.
- Undertake work related tasks to become informed as to the impact of Bullying on a person.
- Complete a ' Bullying Report' outlining bullying '*actions, implications and future behaviours'*.
- Referral to the school Psychologist.
- Suspension.

9 **Proactive measures to be undertaken by Laverton P-12 College to minimise *bullying*.**
The Anti-Bullying policy is underpinned by the following: -

9.1 The school will promote: -

9.1.1 Shared values, beliefs and attitudes in the school community

9.1.2 An environment of mutual support and respect

9.1.3 The College Student Wellbeing Policy

9.1.4 Avenues for students to voice concerns and formulate solutions

9.1.5 Shared classroom strategies

9.1.6 Shared playground strategies

9.1.7 A curriculum that teaches conflict resolution, negotiation, problem-solving and assertiveness training.

9.2 Incorporate an annual Anti-Bullying Incursion for each Learning Community.

9.3 Annual in-servicing of staff on the school's Anti-Bullying approach.

9.4 Provide a copy of the Anti-Bullying policy to all parents on enrolment.

9.5 A member of each Learning Community will be designated to oversee the implementation of the Anti-Bullying Policy, across the learning community.

9.6 Include a copy of the Anti-Bullying policy on the school website.

9.7 Provide information in the school newsletter at least once a term.

9.8 The school's Psychologist to provide suggestions to staff on the ways in which the children can work, play and mix in harmony with each other.

9.9 Reward positive behaviours.

9.10 The 'Cyber Bullying Strategy', which will operate alongside the Anti-Bullying Policy.

10 Cyber Bullying Strategy
The school will adopt a three-phase approach to cyber bullying:

1. Primary Prevention
1.1 Using 'E-Smart' educate the school community about the seriousness of cyber bullying, the impact on those being bullied and how this behaviour is unacceptable.

1.2 Using 'E-Smart' provide programs that promote resilience, life and social skills, assertiveness, conflict resolution and problem solving.

1.3 Each classroom teacher to clarify with students at the start of each year the school policy on cyber-bullying and ensure that all Technology Usage forms are explained and signed by students and parents.

1.4 School staff and students are to be reminded regularly to report incidents of cyber-bullying.

1.5 Parents are encouraged to contact the school if they become aware of a problem.

2. Intervention
2.1 Classroom teachers are primarily responsible for students in their classrooms and will seek support from Learning Community Principals

2.2 Once identified, each bully, victim and witnesses will be spoken with, and all incidents or allegations of cyber-bullying will be fully investigated and documented.

2.3 If student bullying persists, parents/carers will be contacted and consequences implemented consistent with the schools Student Behaviour Agreement. This may include the removal of cyber bullies from being able to access to the school's network and computers for a period of time.

2.4 Where a cyber-bullying issue or incident, which emanates outside school, impacts on the health or wellbeing of a student at school, the school will intervene. The College will: a. provide support for the victim/s, b. inform the family of each of the cyber bullies, c. endeavour to undertake a restorative with the parties involved in the incident.

3. Post Violation
3.1 Consequences for students will be individual according to the schools Student Behaviour Agreement.

3.2 Provide necessary support structures.

3.3 Ongoing monitoring of identified cyber-bullies and victims.

11 Evaluation of the Policy on Anti-Bullying & Cyber Bullying
Laverton P-12 College undertakes to monitor and review the Policy on Anti-Bullying & Cyber Bullying by: -

10.1 Asking staff to discuss the development of programs in their Professional Learning Teams and bring issues to the attention of the Leadership Team.

10.2 Asking children to provide information and feedback on the policy and programs through student leadership forums.

10.3 Requesting parents provide feedback through such avenues as the *Annual Parent Opinion Survey*.

10.4 Conducting an evaluation of the policy as part of the School Review process.

10.5 Continuing to monitor feedback from the Year 5-12 students through the Student Attitude to School survey.

10.6 Continuing to monitor students' physical and psychological behaviour.

12　　Appendix

12.1 Acceptable Usage forms (P-4 / 5-8 / 9-12)

References:

*Suckling, A. and Temple C. (2001). Bullying A Whole-School Approach, ACER Press
* *Field, Evelyn "Bullying"*

This policy has been ratified by School Council on 31st July   2012.