



Education &  
Communities

# Anti-bullying Plan

Berowra 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.

# Our 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.

## Statement of purpose

This plan aims to address all forms of bullying that may occur in the school environment and to provide positive strategies for preventing, reporting and managing all forms of interactions that are not acceptable in the school environment.

## Protection

Berowra Public School is committed to creating a safe and caring environment in which all students can achieve success, socially as well as academically. As a school community we do not tolerate bullying or harassment. Any bullying incident which comes to the attention of students and staff, should be dealt with according to the policy and procedures outlined below. Managing the incident swiftly and consistently enforces our zero tolerance of such behaviour within the school and promotes a safe learning environment for students and staff

## Prevention

Students, teachers, parents, caregivers and members of the wider school community can expect:

**School Anti-bullying Plan – NSW Department of Education and Communities**

- that students will be safe at school, free from fear of bullying, harassment and intimidation
- to be involved in the collaborative development of the school Anti-bullying Plan
- to know what is expected of them and others in relation to the Anti-bullying Plan
- that all students will be provided with appropriate support when bullying occurs.

Students, teachers, parents, caregivers and members of the wider school community have a responsibility to

- promote positive relationships that respect and accept individual differences and diversity within the whole school community
- contribute to the development of this Anti-bullying Plan and support it through words and actions
- actively work together to resolve incidents of bullying behaviour when they occur.

## Primary Intervention

Students, teachers, parents and the community will be aware of the school's position on bullying, which is **zero tolerance**.

- Maintenance of a positive school climate that acknowledges that bullying is not tolerated within the school community
- A focus will be maintained with:
  - classroom posters that identify what bullying is, the different types of bullying and strategies for dealing with bullying when it occurs
  - K-6 lessons that focus on bullying and developing resilience will be conducted throughout each year to reinforce forms of bullying and how to deal with issues that arise
- Professional development for staff related to bullying and the strategies to counteract it



- Community awareness and input relating to anti-bullying, its characteristics and the school's programs and response ( eg newsletters)
- Provision of programs that promote resilience, life and social skills, assertiveness, conflict resolution and communication skills, e.g. Bounce Back Program, Child Protection, Drug Education, Peer Support and Cyberbullying.
- Assurance that students know and understand what behaviour is acceptable in the school (i.e. consistent classroom/school/playground expectations displayed and reinforced)
- Maintenance of staff commitment to acknowledge victims of bullying and deal with bullying incidents

## Early Intervention

- Students to be encouraged to report bullying incidents involving themselves or others
- Teachers to regularly remind students to report incidents. Student to be reminded that bullying is not 'dobbing'
- Parents encouraged to contact the school if they become aware of a problem
- Students recognised for positive behaviours
- Teachers use a class and playground management plan if an incident of bullying occurs
- Executive teachers and principal alerted to any incident of bullying
- All bullying incidents recorded in the electronic student welfare file

## Intervention

- Once identified the bully, victim and witnesses to be spoken with, all incidents or allegations of bullying to be fully investigated and documented

## The Anti-Bullying Plan – NSW Department of Education and Communities

- Consideration as to why the bullying occurred to be investigated
- Both bully and victim to be offered basic assistance and support
- A meeting of relevant persons to be convened following identification of on-going bullying behaviour. This meeting may involve some or all of the following, principal, assistant principal, class teacher, Learning and Support Team leader, school counsellor, parents and students. All issues relevant to the behaviour of the student(s) to be considered.

## Consequences

Students are aware that if they bully someone, one or more of the following will occur:

- they will talk to teachers or the principal about their behaviour
- their parents will be informed
- they may be removed from the classroom/playground
- they may lose privileges, such as participating in special activities, representing the school etc.
- they will need to offer apologies
- they may lose their own time (Planning Room).
- they may be suspended.
- they will need to show that they are able to treat others properly before their privileges are restored.

Bullies and victims are offered support and counselling.

## Response

Students will know that they can control what happens. They will not retaliate by using bullying and will try not to show fear, as the bully is no longer rewarded and the bullying may stop.

Students will be proactive and need to decide what action to take.

**Step 1:** Ignore it. Show that it does not upset you. The bully is then not rewarded and the bullying may stop. *If it does not stop:*

**Step 2:** Talk to the person bullying you. Tell her or him to stop.

*If it still does not stop:*

**Step 3:** Talk it over openly with trusted adults (i.e. class teacher or parent). They can help you decide what to do.

*If the bullying still does not stop:*

**Step 4:** Talk to the Principal. Allow him/her to take the action they see as necessary.

Students who are not being bullied but are aware of others who are, will be encouraged to report it, to protect those that are being bullied and so that the bully can be helped too.

The Anti-bullying plan is available on the school's website and will be reviewed every three years by the Student Welfare Committee, Executive Team, parent and community representatives and students. The effectiveness of the plan will be reviewed annually through the Annual School report using school surveys, feedback, record of incidents and observations.

## Additional Information

[Cybersmart School Gateway](#)

[Cyberbullying Stories](#)

[Bullying. No Way!](#)

[Racism. No Way!](#)

[National Safe Schools Week](#)

[National Centre Against Bullying](#)

[Kids Help Line](#)

## Related Information

The Department of Education and Communities has a number of very useful sites that may be of interest to you.

[Bullying Among Young Children: A guide for parents](#)

## Principal's comment

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

A major priority for schools is the care and safety of students. Students learn best in environments in which they feel safe. Every student has the right to expect that they will spend the day both in and out of the classroom free from bullying. Conversely, students have the responsibility to behave in a way that does not interfere with this right. The expectation is that students will not participate in violence, discrimination, harassment or intimidation. We aim to make the policy easily understood and also to provide websites that teachers, parents and children can access to give further clarification. Please do not hesitate to ask for help if you are unsure of how to report or support a child you believe is being bullied.

**Early intervention is often the key to a successful resolution.**

## School contact information

Berowra Public School

Hillcrest Road

Berowra NSW 2081

Phone : 9456 1319

Fax : 9456 3375

Email: [berowra-p.school@det.nsw.edu.au](mailto:berowra-p.school@det.nsw.edu.au)

Website: [www.berowra-p.schools.nsw.edu.au](http://www.berowra-p.schools.nsw.edu.au)