Anti-bullying Plan
Gwandalan PS
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 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.

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.

**Representation from the school community**

The P&C 2013, Student Leadership Team 2013 and staff have all contributed to this plan.

Evaluation will occur annually as part of School Plan and Annual School Report.

A review will be held in 2016.

**Statement of purpose**

All school community members have the right to work, learn or engage in a safe, supportive environment free from bullying. This Anti-bullying Plan states Gwandalan PS's commitment to anti bullying and its response to an incident of bullying.

**Protection**

**What is Bullying?**

Bullying occurs when words or actions designed to deliberately hurt or harm are repeated by an individual or individuals with more influence and power than the victim.

*Bullying can be:*

- Verbal
- Psychological
- Physical
- Anti-social or
- Electronic (cyber bullying)

A one off instance of teasing or tormenting does not constitute systematic bullying.

Bullying can occur anywhere, including at school or in transit to and from school, at social functions, in the work place or in cyberspace.

Bullies usually require an “audience” i.e. others who are observing or who know about the bullying. They are known as bystanders and can be very powerful in preventing bullying.

**Response to bullying**

Gwandalan PS will not tolerate bullying in any form. Bullying will be dealt with swiftly. The school will take into account the student’s age, ability and the circumstances of the bullying during investigation.

Gwandalan PS understands that to combat bullying, a shared responsibility is essential. Staff, students, parents and caregivers and community members need to support the the school’s Anti Bullying Plan through their words and actions.

*National Centre Against Bullying* [www.ncab.org.au](http://www.ncab.org.au)
Strategies the school will implement to maintain a positive climate of respectful relationships where bullying is less likely to occur.

Gwandalan PS will:-

- Establish an atmosphere of respect for all
- Teach Anti-Bullying strategies to all students
- Teach the NSW Core Values to all students
- Respond to an incident of bullying quickly and fairly and staff will record occurrences on the centralised recording system
- Follow the Student Welfare Policy when there is an incident of bullying
- Support parents, caregivers and the students when there is a bullying incident

Prevention

Implementation for bullying prevention.

Each year students will be presented with explicitly taught Anti-bullying and Cyber Safety strategies appropriate to their stage, which will be revisited as required. This includes Cyber safety lessons and brochures for parents and caregivers to keep them informed.

Early Intervention

The early intervention strategies and programs GPS will implement for students who are identified as being at risk of developing long-term difficulties with social relationships and those students who are identified at or after enrolment as having previously experienced bullying or engaged in bullying behaviour.

Some students are at risk of becoming bullies or being bullied because they have poorly developed social skills or exhibit inappropriate behaviours. These students are identified through the Learning Support Team process or upon enrolment from other schools, and intervention strategies will be implemented. These include, but are not limited to:

- Individual and small group social skills program
- Passive play activities and areas during breaks
- Student Welfare Policy strategies will be implemented
- Referral to counsellor
- Anti-Bullying lessons and program e.g. Bullying the Power to Cope and Finding My Magic
- Parent education program on developing social competence and anti-bullying
- Parents may also be referred to community agency support
- The Learning Support Team will continue to monitor identified students.
- Extra specialised support may be sought through Department of Education and Communities personnel

Students will also be provided with the Kids Helpline website www.kidshelp.com.au and phone number 1800 55 1800 via the newsletter, magnets and cards.
Response

Strategies implemented to empower the whole school community to recognise and respond appropriately to bullying, harassment and victimisation and behave as responsible bystanders.

Gwandalan PS’s staff, students and parents will be provided with training and offered workshops so they all have knowledge of their roles and responsibilities within the Anti-bullying Plan.

Students will be explicitly taught the skills and strategies required to manage and report bullying incidents. Teachers will respond according to the Student Welfare Policy and Procedures.

Parents of students involved in a bullying incident are encouraged to work collaboratively with the school to resolve the matter in a timely and safe manner.

Procedures for reporting incidents of bullying at Mannering Park PS

All members of the school community have a responsibility to report bullying behaviour. In the first instance students should report to their classroom teacher or duty teacher. Parents and community members should report incidents to the Principal.

Teachers will implement the Student Welfare Policy and report ongoing incidents to the Learning Support Team and their supervisor.

Any incidents of bullying by teachers will be reported to the Principal and EPAC as required.

Procedures and timeframes that Gwandalan PS will implement when an incident of bullying is reported.

Staff have a responsibility to report all incidents of bullying to the principal or their supervisor who will consider the information provided and take action as required. This may include, but is not limited to:

- Formal interview with the principal and/or supervisor
- Code of Conduct and EPAC processes implemented
- Mediation and or EAP support as required
- Protective Disclosures and Complaints Policy procedures implemented
- Student Welfare Policy implemented

Parents and community members are encouraged to report incidents of bullying by students, other parents and community members and /or staff to the principal or a member of the school executive. The information provided will be treated confidentially and actions may include, but are not limited to any of the above listed strategies and:

- Enclosed Lands Act procedures
- Referral to police or other agencies

Students will receive explicit instruction on strategies to manage bullying, including reporting incidents to their class teacher or duty teacher. The Student Welfare Policy will be implemented and all incidents entered on the centralised recording system.
The processes that will be used at Gwandalan PS to match planned combinations of interventions to the particular incident of bullying.

- Referral to school's Learning Support Team
- In class intervention and support
- Assess incident based on child’s age, ability and background information
- Involve parents as necessary

The strategies and programs Gwandalan PS will implement to support any student who has been affected by, engaged in or witnessed bullying behaviour.

Any student who has been affected by, engaged in or witnessed bullying behaviour will be provided with the opportunity to meet with the School Counsellor, class teacher and or Executive staff.

Gwandalan PS’s plans for providing regular updates, within the bounds of privacy legislation, to parents and caregivers about the management of bullying incidents that have been reported to the school.

All parties have a responsibility to ensure that they communicate with each other about bullying incidents. School staff, executive and the School Counsellor will provide parents with the opportunity to discuss the incident and ongoing issues either by phone, email or face to face meetings. Parents need to ensure that relevant school staff are kept informed of matters that affect their child and the management of the incident.

Gwandalan PS’s procedures for reporting incidents involving assaults, threats, intimidation or harassment to the police.

As per Departmental policy, the principal is required to report serious incidences to the police and to the Safety and Security Directorate.

The procedures the school will use with regard to contacting the Child Wellbeing Unit or Community Services where appropriate.

As deemed necessary by the principal, Executive staff or School Counsellor referrals via the Mandatory Reporters Guide will be used to notify Department of Family and Community Services or the Child Wellbeing Unit.

Departmental appeal procedures and provide information about the Complaints Handling Policy.

Should staff, parents, students or community members feel that the incident was not resolved to their satisfaction, they have the right to make a complaint using the Complaints Handling Policy.

The strategies Gwandalan PS will use to identify patterns of bullying behaviour and how the school will respond to such patterns.

All staff are responsible for monitoring bullying behaviour and are required to enter incidents on the centralised recording system. School executive will analyse this data and refer students who are habitual offenders to the Learning Support Team.

Strategies to manage bullying will be implemented. These will include, but are not limited to:

- Referral to Learning Support Team
- Referral to School Counsellor
- Informing all staff of “at risk” students at whole school staff meetings
- Ongoing monitoring by all staff of offenders and support for victims

Principal and executive will monitor staff and community bullying incidences and provide support for victims as required.
The processes Gwandalan PS will use to monitor evaluate and review its Anti-bullying Plan.

Our school will report annually to the school community on the effectiveness of the Anti-bullying Plan via the Annual School Report. The plan will be evaluated annually for the School Plan.

This Anti-bullying plan will be reviewed every three years with the school community.

Additional Information

Enter here contact information for the Police Youth Liaison Officer (YLO) and the School Liaison Police officer (SLP) where appropriate.

Contact information for appropriate support services
Kids Helpline 1800 55 1800 www.kidshelp.com.au
Bullying No Way! www.bullyingnoway.com.au
Cyber bullying 1800 880 176 www.netalert.net.au

Principal’s comment

Gwandalan PS is committed to a safe, supportive environment for all that promotes positive, respectful relationships between, staff, students and community members.

Don Begg Principal
Hannah Carew Assistant Principal
Kim Walker Assistant Principal
Sue Tangye Assistant Principal
Ann-Maree Kelly Student Learning Support Teacher
Leanne Taylor School Counsellor
Student Leadership Team 2015
Staff 2015
P&C 2015

School contact information

Gwandalan PS
KANANGRA DRIVE, GWANDALAN NSW 2259
Ph: 02 4976 1318
Fax: 02 4972 5189
Email: gwandalan-p.school@det.nsw.edu.au
Web: www.gwandalan-p.schools.nsw.edu.au