**Anti – Bullying Plan: Five Islands Secondary College**

Preventing and Responding to Student Bullying in Schools Policy

## 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 y 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 incident s 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 bul lying behaviour in

learning and working environments is a shared responsibility of all departmental staff, student s, 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 byst anders
* 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 positi ve 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 th e school community**

Have a responsibility to:

* model and promote positive relationships that respect and accept individual differences and diversity wi thin 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.

Five Islands Secondary College values the right of every student to learn. Our College is an inclusive environment, where diversity is affirmed and individual differences accepted. We respect the right of all to be safe at all times within this environment. We believe that everyone has the capacity to grow and learn, individually and collectively, from one another.

All students and the school community have a right to expect that their College will be a safe, happy and secure place. There is no place in our College for violence in any form or any other anti-social behaviour.

The College community condemns in the strongest possible way violence in all its forms: physical assault, threats of violence, verbal abuse, intimidation, bullying in all its forms, harassment, and racial, ethnic, sexual, or gender vilification.

This policy has been written in consultation within the community of the College – staff, students, parents and community agencies. This policy is implemented through staff meetings, year meetings with students and parent information sessions. The plan is reinforced through the College newsletter, webpage and teacher dialogue with students.

The policy is evaluated annually through consultation with stakeholders.

# Statement of purpose

Every individual, both staff and students, at the Five Islands Secondary College has a right to feel safe psychologically and physically. Any person who bullies another is denying them this right.

Our College will not tolerate bullying in any form, verbal or non-verbal. All members of the College community are committed to ensuring a safe and caring environment which promotes personal growth, achievement and positive relationships for everyone.

Bullying is a collective concern for the College and we will act together to provide educational strategies and skills, and sanctions to respond positively to incidents of bullying behaviour.

The college has identified protective factors and embedded these in our approach to learning, wellbeing and education. We are committed to striving to enhance a sense of belonging and ‘connectedness’ to our college community, to the development of positive and respectful staff- student relationship, the enhancement of positive and respectful peer- peer relationships and the delivery of individualized support and care.

# Protection

### Defining Bullying Behaviour

Bullying can be defined as intentional, repeated behaviours by an individual or group of individuals that causes distress, hurt or undue pressure.

Bullying involves the abuse of power in relationships.

Bullying can involve all forms of harassment (including those based on sex, race, disability, homosexuality or transgender), humiliation, domination and intimidation of others.

Bullying behaviour can be;

**Verbal:** name calling, teasing, abuse, putdowns, sarcasm, insults, threats

**Physical:** hitting, punching, kicking, scratching, tripping, spitting

**Social:** ignoring, excluding, ostracising, alienating, and making inappropriate gestures.

**Psychological:** spreading rumours, dirty looks, intimidation, hiding or damaging possessions, malicious SMS and email messages, inappropriate use of social networking sites and camera phones.

Due to the complexity of bullying, and diversity of human nature, our College recognises that there is no easy fix, no one simple strategy or sanction to prevent bullying. We also recognise that the problem will never completely go away, and that there will always be need for a dynamic policy. Our plan attempts to both prevent and manage bullying. We are committed to reducing the incidence of, and minimising the effect of bullying.

There are shared and individual responsibilities in preventing and responding to bullying behaviour. Our plan reflects a multi-faceted approach which utilises systems and policies, skills development, environmental improvements and work with individual students and small groups. An effective plan relies on a collaborative effort of teachers, parents and students at all times.

All staff are committed to acting on any report of bullying from students, where all individuals will be treated fairly.

The role of parents is equally important. Early intervention is critical and parents should contact the College as soon as they become aware of any bullying experienced by their child.

# Prevention

The most effective measure for prevention is a timely response to all instances of bullying behaviour. To support this the College uses a variety of strategies and programs for bullying prevention.

* + Positive Behaviour for Learning program – PB@FISC
  + Modelling and promotion of appropriate behaviour by staff
  + Newsletter articles
  + College assemblies and Year meetings
  + Promotion of ‘Recognition Awards’

Students need to understand bullying prevention fits into many facets of their lives. All faculty curriculum can support this through the inclusion of suitable anti-bullying content wherever possible in teaching programs.

# Early Intervention

The College implements a number of strategies and programs for students identified as being at risk of developing difficulties with social relationships or students identified as having previously experienced bullying or engaged in bullying behaviour.

* + Clear mechanisms are in place to report instances of bullying. These are communicated to students along with consequences for bullying behaviour.
  + The Wellbeing Team evaluates and implements suitable programs aimed at educating and reducing the incidence of bullying behaviour.
  + The Personal Best Values at the College: Respect, Aspiration and Responsibility are promoted to ensure a positive learning environment.

# Response – see Appendix 1

The College will empower the whole College community in recognising and responding appropriately to bullying, harassment and victimisation by continual promotion through the following strategies:

* + The PBL values mantra – Respect, Aspiration and Responsibility used across all College in many contexts.
  + Year meetings with students.
  + Discussing bullying and harassment along with methods to combat bullying and harassment in class.
  + Specialist staff support including; Counsellors, Year Advisors and Grievance Officer.

Students need to inform their teacher, Year Adviser or Head Teacher of issues.

The College encourages parents and community to notify instances of bullying that are unresolved. The staff are asked to record all relevant data relating to harassment and bullying on the College database to provide accurate details.

College staff are briefed on reporting procedures through faculty and staff meetings on a regular basis. The Anti-bullying plan is available for parents and carers on the College web site.

The College will endeavour to deal with any report of bullying within a 48 hour time period. Consideration must be given to the complexities of the College mean it may not be possible to meet the deadline in all circumstances, however, all efforts will be made for a timely intervention.

Five Islands Secondary College staff members all receive Child Protection Training and are aware of the procedures for Keep Them Safe and Mandatory Reporting.

Any appeal or complaint will be dealt with through the procedures set out in the Departments Complaint and Handling Policy.

The College has a number of strategies for identifying patterns of bullying behaviour.

* + Data analysis of incidents reported on the welfare database.
  + Anecdotal information from staff.
  + When necessary bullying surveys are conducted to verify anecdotal information.

The College will respond to charges in patterns of bullying indicated by data, after consultation with the relevant staff groups.

This Anti-Bullying Plan will be promoted and publicised through internal College systems with all stakeholders.

The College will review the Anti-Bullying Plan annually in consultation with staff, students and the community.

# Additional Information

Contact Information for relevant personnel.

* + Police Youth Liaison – Sian – 0437 885542
  + Home School Liaison Officer (HSLO) – 4274 1768
  + Warilla Office – 4267 6100

# Principal’s comment

Five Islands Secondary College has a unified approach to identify, report and minimise bullying. The current Anti-bullying Plan has been developed through consultation with relevant teams and stakeholders including staff, students and community representatives.

Staff leading the development of this plan: Jenny Flowers - Principal

Aaron Jones – Deputy Principal

Andy Griffiths – Engagement Officer

Neil Kusi / Cathy Eagan – Grievance Officer

# School contact information

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**Appendix 1: Preventing and Responding to Student Bullying**

### If bullying is reported staff will:

* + Assure the student that all possible measures will be undertaken to address the issue
  + Refer the issue to appropriate staff and log on FISC database
  + Staff investigate the issue raised
  + Treat everyone involved with fairness
  + Take action that is appropriate to the particular circumstances. This may be mediation, disciplinary action, warnings, social skills programs, counseling, parental or law enforcement agency involvement

### If a staff member witnesses bully behaviour he/she will:

* + Take the incident seriously
  + Reassure the reporter
  + Take appropriate action as quickly as possible
  + Make it clear to all parties that he/she disapproves the bullying behaviour
  + Seek to clarify the situation by talking to all parties involved and resolve the situation if possible
  + Document knowledge of the incident on the student welfare database, specifying if the incident has been resolved
  + Refer to appropriate managing staff

### If the incident remains unresolved:

* + the staff member will inform the Head Teacher or Deputy Principal who will take appropriate action.

### If a student is directly involved or observes bullying behaviour he/she should:

* + take action by immediately informing a staff member.

### If a parent /carer is aware of bullying behaviour he/she should:

* + take action by contacting the Deputy Principal at the College.