

Anti-bullying Plan





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.

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.

The Anti-Bullying Policy of Eagle Vale High School was created in consultation with the school community. This policy is a living document, one which will be continually and consistently monitored, evaluated and implemented across the school community. The wider school community will have opportunities to evaluate the policy and contribute to its development on a regular basis.

Our School Anti-Bullying Plan

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Statement of purpose

“Every student has the right to expect that he/she will spend the school day, both in and out of the classroom, free from bullying and intimidation.” (Ministerial Statement, Good Discipline and Effective Learning, 1996)

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. Students, teachers, parents, caregivers and members of the wider community have a shared responsibility to create a happy and safe environment, free from all forms of bullying. We work hard to prevent bullying in our school and we recognise that the best outcomes

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are achieved by school communities, parents, students and teachers, working together to help prevent and to respond to bullying.

Our Anti-bullying Policy includes protection, prevention, early intervention and response strategies for student bullying. Any student who experiences bullying and any person who witnesses bullying should report it to a teacher, House Coordinator, Head Teacher, Deputy Principal or the school Principal.

Protection

Eagle Vale High School has a strong and effective anti – bullying policy which works alongside numerous wellbeing programs that reinforce the zero tolerance approach to bullying that Eagle Vale High School holds. If a student or other stakeholder of Eagle Vale High School unfortunately experiences bullying there is a clear process that will be followed.

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.

Eagle Vale High School has a zero tolerance policy on bullying.

Conflict or fights between equals or single incidents are not defined as bullying.

Bullying behaviour can take on many forms. These can be:

- Physical - hitting, tripping, punching, kicking, scratching, spitting, damaging property such as bags and possessions

- verbal - name calling, insulting, making racist remarks and jokes , teasing, put downs, sarcasm, making threats and intimidating phone calls
- psychological - excluding from a group, gossiping and spreading rumours, hiding or damaging possessions, manipulating friendship groups,
- cyber - sending unwanted or abusive emails and messages or images via social networking sites, chat rooms, text message or any other electronic media

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:

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- 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.

Parents and caregivers have a responsibility to:

- support their children to become responsible citizens and to develop responsible on-line 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.

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.

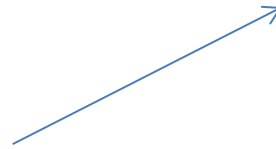
All members of the school community have the responsibility to:

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- 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.

Below, are a series of flow charts demonstrating the expected procedures to be followed by both students and parents when a bullying incident occurs



WELL DONE!
You stopped!
THINK!
What did I do to upset someone?
Was I breaking the school rules?
Why am I a bully?

IF YOU ARE A BULLY

OPTIONS:

- Mediation
- Counselling
- Anti-Bullying program

SOLVING THE PROBLEM

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WELL DONE!

You have shown resilience.
You fixed it yourself.



Student Wellbeing

OPTIONS

- Mediation
- Counselling
- Resilience program

SOLVING THE PROBLEM

Step 1:

STOP, when asked to stop. Try to solve the problem yourself.

Step 2:

You didn't stop. YOU WILL BE REPORTED to a staff member, the incident will be recorded on your profile and a warning given. Your parents will be informed.

Step 3:

Your behaviour hasn't changed! You will be reported to the subject Head Teacher and/or the Deputy Principal and your parents will be informed.

Step 4:

SUSPENSION PROCEDURES

from
will be
follow the
al policy

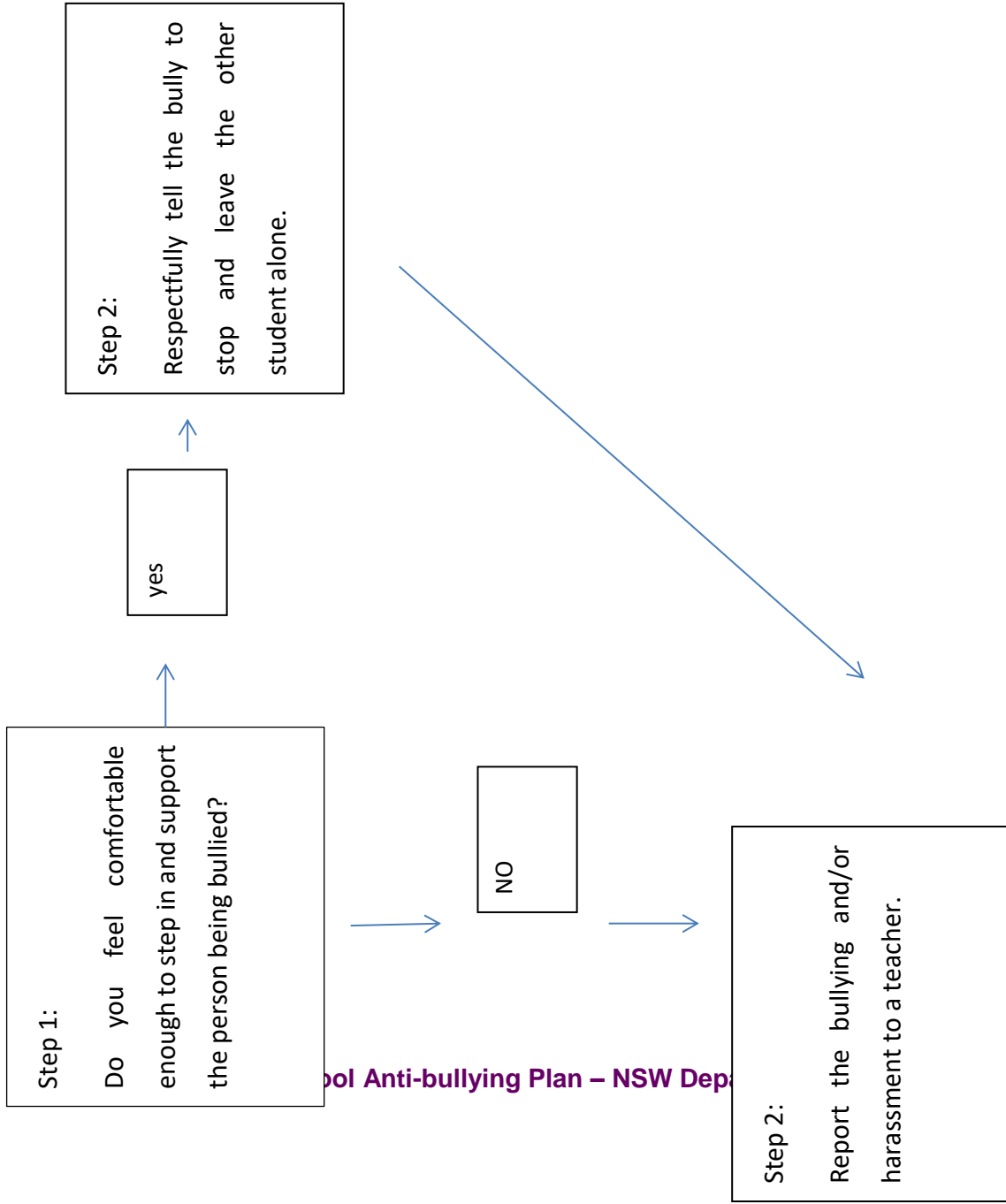
a win/win outcome.
and make them angry

Step 1:
Say "NO" or "STOP" and try to solve the problem.

Step 2:
If it doesn't stop, tell someone (teachers, parents/caregivers). The incident will be recorded and a warning given to the bully, and strategies will be provided to help you.

Step 3:
Problem has not been resolved. The incident will now be referred to the subject Head Teacher and/or the Deputy Principal and the bully will be dealt with

**IF YOU WITNESS BULLYING
OR HARRASSMENT**



IF YOUR CHILD IS BEING BULLIED OR HARRASSED

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:
carefully to your child's reports of bullied. Take the problem seriously



:
urage your child to tell the bully to stop he hasn't already done so.
encourage your child to hit the bully. ce does not solve the problem.

W Dep



:
urage your child to tell a teacher about the bullying and/or ment

on and

and speak to your child's House
r the Deputy Principal to discuss the

are D

r child about the situation and work support your child.

Step 2:
If you believe the bullying incident is serious and your child is at risk contact the school and speak to the Year Adviser and/or Deputy Principal



Eagle Vale High School currently implements a range of strategies to ensure a positive climate of respectful relationships is maintained across the school environment. This reduces the chances of bullying occurring. These strategies include:

- Positive language workshops / strategies across the school
- Encouraging a respectful environment within the classroom
- Year 7 induction program first three weeks of Year 7 term one on respectful behaviour in a range of school settings

- Year 6 to year 7 transition program demonstrating respectful behaviour in a range of settings
- Visual reminders of respectful language / behaviour in each classroom
- Setting high expectations of students and their interaction with each other
- Proactive supervision within the classroom and out of the classroom
- New students to the school in every year are assigned a buddy to help their transition into their new peer group.
- All students and staff members demonstrating consistently the schools core values of Respect, Responsibility and Success.

Prevention

→ →
Eagle Vale High School successfully embeds anti bullying messages across each KLA and every year level. A range of wellbeing programs are also implemented to cater for the needs of individual students. These include:

- Each year group participates in a weekly wellbeing class. The aim of this class is to foster positive relationships between peers, develop strategies that students may employ to deal with issues occurring and to prevent any bullying issues from arising.
- Year 6 to year 7 transition program – This involves constant communication between the feeder primary schools and the wellbeing team at Eagle Vale High School. By having this program and the constant conversations, Eagle Vale High School is able to proactively respond to any bullying issues that may arise before they actually do, and implement the appropriate strategies needed for each individual situation. Year 7 students are also introduced to the school Anti-Bullying Policy through this transition program.
- Peer support program – this program provides a safe environment for junior students to communicate with seniors, develop their confidence and discuss any issues they may be facing
- Seniors modeling positive behaviour to all members of the school community and wider community
- Students are reminded at Year Meetings, House Meetings and at school assemblies on the strategies and contacts available if they experience bullying. They are made aware of the players in a bullying situation and the role of all involved (bully, victim and bystanders) plus the support available through the Kids Helpline. These conversations will assist students to: understand the nature of bullying and harassment; develop skills of assertive communication and social responsibility; be familiar with places and people they can contact for help if they are being bullied; develop strategies of resilience to bullying.
- Prevention through intervention: Eagle Vale High School follows the DoE and school policies for responding to bullying situations through the use of the referral system for discipline problems with incidents documented on Sentral
- Wellbeing Program: Aspects of the weekly Wellbeing program specifically targets the issues of bullying, harassment and resilience. Students are encouraged to see themselves as having a role to play in

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making their school a safe and comfortable place for everyone. This involves encouraging all students to report anything that they see that might be detrimental to others sense of belonging, and to encourage the perspective that observers are equally as responsible as participants for allowing bullying to take place. No one can remain blameless if they have allowed a situation to occur unreported.

- Responding to bullying is a focus in the Stage 4 PDHPE syllabus.
- Educational sessions with the Police Liaison Officer on cyber safety and the law.
- Crossroads course for Stage 6 students

Early Intervention

Eagle Vale High School has a proactive wellbeing team, and has also successfully partnered with numerous external agencies that assist in the identification of students who present with at risk behaviours, or who in the past have experienced bullying.

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Eagle Vale High School implements the following strategies

- Year 7 induction program for the first three weeks of year 7 term one on respectful behavior
- Year 6 to year 7 transition program where members of the wellbeing team are able to communicate with feeder primary schools regarding students who are presenting with at risk behaviours , or who have in the past or are currently experiencing bullying of some form. Strategies and programs are then able to be identified for these students to improve their experience at Eagle Vale High School and ensure they can learn in a safe and respectful environment.
- Wellbeing Lessons – these lessons encourage students to see themselves as having a role to play in making their school a safe and comfortable place for everyone. This involves encouraging all students to report anything that they see that might be detrimental to others sense of belonging, and to encourage the perspective that observers are equally as responsible as participants for allowing bullying to take place.

- Parents are encouraged to inform the school, in particular the relevant house coordinator, of any incidents of bullying that are of any concern

Response

Eagle Vale High School believes that preventing, recognizing, responding and reporting and to bullying incidents is a whole school and wider community responsibility. As a result, Eagle Vale High School has the following strategies:

- Documenting bullying incidents on Sentral to notice and respond to singular incidents and patterns of behaviour
- Rewarding positive interactions of, and between students in a variety of settings and contexts
- Using senior students as mediators and role models in junior conflicts

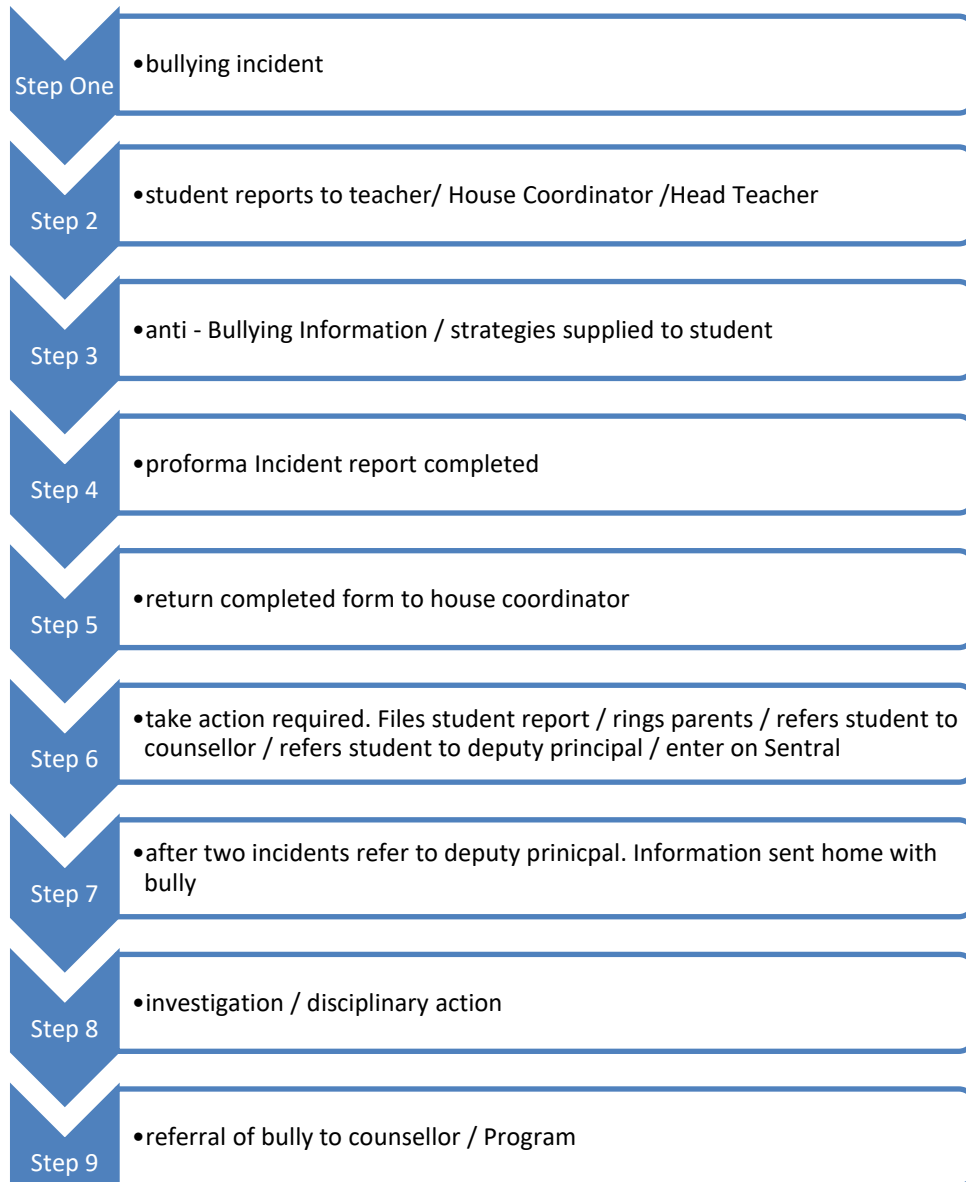
- sharing the Anti - bullying policy on the Eagle Vale High School website and monthly newsletter
- School assembly presentations on both the anti-bullying policy and the recognition of positive interactions between students
- Year meeting discussions and role plays on how to recognize, respond to, and report bullying as both a victim and responsible by stander
- Restorative Justice Practices Policy at Eagle Vale High School - Restorative justice empowers students to resolve conflicts in small groups. The idea is to bring the students involved in an issue together in peer-mediated small groups to talk, and with the assistance of a teacher, the students are able to ask questions, and share thoughts and feelings about the incident that has occurred.

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From this, all parties involved in the incident area able to come to a successful resolution of the issue.

Eagle Vale High School implements the following bullying incident report process. This process is communicated to our wider school community through the Eagle Vale High School Website and the monthly newsletter. Note that a classroom teacher may refer incident to a Deputy Principal if it is a serious incident.



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The procedure that Eagle Vale High School follows when a bullying incident is reported can be seen in the flow chart on the previous page. Eagle Vale High School deems each instance of bullying to be of a high priority due to the zero tolerance stance in which it takes against bullying. For this reason each incident will be investigated and responded to in a timely fashion, so that all stakeholders in the incident may have a fast, but thorough resolution to the incident.

Eagle Vale High School recognizes that bullying may take several forms, and that the interventions must match the type of bullying that take place. Eagle Vale High School implements the following processes:

- Verbal bullying – mediation, acknowledgement of bullying, counsel, consequences explained and implemented, documented on Sentral
- Physical bullying – first teacher in contact with students involved in incident organize for statements from students involved and witnesses to occur. Incident is reported to the relevant Deputy Principal and documented on Sentral. A determination is made as

to whether the incident is part of an ongoing behavioural pattern, or a once off.

- Social - mediation, acknowledgement of bullying, counsel, consequences explained and implemented, documented on Sentral
- Psychological - mediation, acknowledgement of bullying, counsel, consequences explained and implemented, document on Sentral,
- Cyber bullying (all forms of social media) mediation, acknowledgement of bullying, counsel, consequences explained and implemented, document on Sentral, LAC school liaison officer mediation with parents and students as well as discussions with year cohort.

Eagle Vale High School will implement the following strategies

- Supporting students affected by bullying – Students who are bullied will be counseled by the relevant teacher in the first instance. If they are repeat victims they will be referred to the House Coordinator for counseling. If they continue to be victims they will be referred to the school counselors for resilience training and support by developing self-esteem and coping strategies

- Supporting students engaged in bullying –the incident is referred to the year advisor to counsel the student involved. If Sentral shows that the bully is a second time offender then a more serious consequence may be issued and the matter referred to the Deputy Principal Wellbeing.
- Supporting the Witness – the witness may be counseled by the classroom teacher, House Coordinator or school counselor depending on the nature of the bullying incident.
- Restorative Justice

Eagle Vale High School will provide regular updates within the bounds of privacy legislation, to parents and caregivers about the management of bullying incidents through the monthly School newsletter. The school newsletter will also include relevant links to outside agencies that may be of assistance to victims, offenders and witnesses. Pamphlets will also be available at the school office and with House Co-ordinators

Eagle Vale High School implements the following procedure:

- The classroom teacher / House Co-ordinator is to contact the Deputy Principal. The Deputy Principal will then consider if the Wellbeing report is necessary in consultation with the Principal.

The Complaints Handling Policy establishes the standard approach to resolving complaints, including complaints about the way a reported incident of bullying has been managed. It is required that it be used in all learning and working environments of the department.

A complaint in the Department of Education can be: an expression of dissatisfaction made by a community member or consumer about any aspect of a service provided (or contracted) by the department, the behaviour or decisions of staff, or about practices, policies and procedures.

Wherever possible, staff should attempt to directly resolve an issue or complaint raised by a member of the school community, a consumer, or other person by providing feedback or relevant information.

If a complaint cannot be resolved directly or face to face, it should be referred to the principal or immediate workplace manager.

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The principal or workplace manager will appoint a 'complaint manager' to manage the complaint process (including managing it themselves unless the complaint is about them).

Complaints should be finalised within 20 working days and all parties will be kept informed of the progress of the complaint, the reasons for any decisions and the outcomes that will be implemented.

A complainant can request a review of a complaint outcome, which should be done within 10 working days from the decision, and will be carried out by an independent person and a person of equivalent or more senior level within the department who has not previously managed the complaint.

Eagle Vale High School staff are adept at using the Sentral program. This has allowed us to format Sental so that incidents are able to be recorded. This information is available to House Co-ordinators, the Wellbeing Team and the Senior Executive. Upon analysis of data, Eagle Vale High School is able to identify times of the year when bullying is most predominant and consequently make adjustments to wellbeing lessons to reflect student's needs.

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The Eagle Vale High School Anti-Bullying Policy is posted on the Eagle Vale High School Website and have a link to it on the official Eagle Vale High School face book page.

Eagle Vale High School uses the Sentral program to record incidents of bullying. In doing so, data can be collected on the number of bullying incidents. This can be further analysed by year groups, gender, times of the year and types of bullying to gain a deeper understanding of when, where, how and who is involved in bullying incidents. By doing this Eagle Vale high School is able to successfully monitor the Anti-Bullying Policy and make changes where necessary.

Eagle Vale high School will report annually on the effectiveness of its Anti-Bullying Policy in the end of year newsletter, on the official Eagle Vale High Website, and with a link on the official Eagle Vale High School Face book page.

Eagle Vale High School will have a full review of the Anti-Bullying Policy every three years. This will involve the following steps:

- Data collection and analysis from Sentral
- Questionnaires from a variety of school stakeholders
- Interviews with a variety of school stakeholders

Mark Collin Deputy Principal

Sharon-Ann Scott Head Teacher H.S.I.E.

Melissa Briggs Year 12 Year Advisor

Chantelle Hicklin Classroom Teacher

Vesna Milos Year 8 Year Advisor

Steven Casey – Classroom Teacher

Yvette King – Year 7 Year Advisor

Additional Information

School Liaison Officer

Senior Constable Brendon Martin 97659525

Kids Helpline 1800551800

Mission Australia 462800211

E safety Commision

School contact information

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