



Education &  
Communities

# Anti-bullying Plan

## Wilcannia Central School



# Our School Anti-Bullying Plan

## 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.

Wilcannia Central School's Anti-Bullying Plan has been written with the collaboration of the Learning and Support Team (LST), Positive Behaviour for Learning (PBL) team, Executive Team and AECG.

The plan was initially created through the LST team and PBL team. All members of staff will be responsible for the implementation of aspects of the plan. Evaluation of the anti-bullying plan will be conducted through annual surveys of staff, students and the community to assess its effectiveness and analysis of Sentral student data.

### Statement of purpose

Students, teachers, parents, caregivers and members of the wider school community have a shared responsibility to create a safe and happy environment, free from all forms of bullying. This document aims to provide strategies relevant to students, staff and parents/community members so the Wilcannia Central School community can access a common framework of specific strategies for preventing, identifying, reporting and dealing with bullying behaviors.

## Protection

**Wilcannia Central School understands bullying behaviour to be intentional or repetitive behaviour that causes distress, fear, hurt or undue pressure on an individual within the school. We understand that bullying can take a number of forms, including:**

- Verbal Bullying- name calling, sarcasm, insults, threats, teasing and abuse.
- Physical Bullying- hitting, kicking, punching, spitting and tripping
- Social Bullying- ignoring, excluding, ostracizing, alienating and making inappropriate gestures.
- Psychological Bullying-spreading rumours, hiding or damaging possessions
- Cyber bullying- malicious SMS and/or email messages, inappropriate use of camera/ mobile phones and the inappropriate use of social networking sites such as Facebook.

### **What is Bullying Behaviour?**

The Wilcannia Central School community views bullying as inappropriate behaviour that hinders the teaching and learning at the school, and interferes with the wellbeing of the students. Any inappropriate behaviour that inhibits another student's right to learn and undermines a person's right to feel safe will not be tolerated.

### **Responsibilities in preventing and responding to bullying**

Each group within the school community - students, teachers, parents and/or caregivers - has a specific role in preventing and dealing with bullying. They have a responsibility to:

- Support the school's anti-bullying plan through their individual words and actions

- Actively work together to resolve incidences of bullying behavior when they occur.

***Students have a responsibility to –***

- behave appropriately, respecting individual differences and diversity
- follow the school Anti- Bullying Plan
- respond to incidents of bullying according to the Wilcannia Central school Anti-Bullying Plan.

***Parents and caregivers have a responsibility to –***

- support their children in all aspects of their learning
- 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

***Teachers have a responsibility to-***

- respect and support all students in all aspects of their learning
- model appropriate behaviour
- respond in an appropriate and timely manner to incidents of misbehaviour and/or bullying according to this school Anti-bullying Plan

***WILCANNIA CENTRAL SCHOOL has the responsibility to –***

- inform students, parents, caregivers and the community about the Anti-Bullying Plan
- provide students with strategies to respond positively to incidents of bullying behaviour, including responsibilities as bystanders or observers

- provide parents, caregivers and students with clear information on strategies that promote appropriate behaviour, and the consequences for inappropriate behaviour
- communicate to parents and caregivers that they have an important role to play in resolving incidents of bullying behaviour involving their children
- follow-up on complaints of bullying, harassment and intimidation.

**Maintaining a Positive Climate**

**Prevention**

These strategies aim to develop awareness amongst students of the nature of bullying, the consequences of bullying, their role in preventing bullying and the processes to follow if they are victims of bullying.

Preventative strategies include:

- Recognition of positive social interaction (sociability) via the student recognition system
- Anti-bullying focus on whole school assemblies
- Anti-bullying focus on primary and secondary assemblies
- The production and distribution of anti-bullying pamphlets
- Promotion of anti-bullying messages and Information
- Anti-bullying lessons delivered as part of the Stage 4 PDHPE curriculum and PBL lessons
- Whole school anti-bullying program
- Outside Agency Programs e.g. Police School Liaison Officer; CentaCare; Mission Australia.
- Positive Behaviour for Learning (PBL) Program

## Early Intervention

Wilcannia Central School has in place strategies and programs to ensure support for students who have been identified as being at risk of experiencing long-term difficulties with social relationships and those students who have previously experienced bullying or engaged in bullying behaviour.

These strategies and programs are:

- Transition to school and transition to secondary school – these programs support students who transition from preschool to primary school and then from primary school to secondary school.
- Shine- Welfare program designed to improve female self -concept, self- image and personal issues.
- Sista Speak and Bro Speak - A program aimed at improving students' ability to make decisions and choices regarding behaviour and relationships.
- Anti-Bullying Workshops- the current workshops are delivered by the Police School Liaison Officer. Students are informed about their rights and responsibilities in building positive relationships.
- Mediation- aims to reduce incidences of bullying by providing a school environment that is positive, caring, safe and friendly. Mediation assists students to resolve low-level conflicts with the support of the AEO or an ASLO.
- Coordinated support- is a process of providing high level integrated support for a limited number of students exhibiting behaviours of significant concern (internalising and externalising).

## Response

WILCANNIA CENTRAL SCHOOL will strive to promote positive relationships that respect and accept individual differences and diversity within the whole school community.

The PBL team make presentations at school assemblies to promote an anti- bullying message.

WHS staff will regularly undergo professional training in recognising and preventing harassment and bullying. Staff are kept up to date about research in maintaining and promoting respectful and safe learning environment and relationships across the whole school community.

Teachers have training in non-violent crisis intervention to assist in responding to bullying.

### **Reporting Bullying**

Each member of the school community has the responsibility to report cases of bullying. Reporting may take a number of forms.

**Students** can report bullying:

- Directly report incidence by disclosing information about themselves or other students to teachers, school executive or the counselor.
- In the classroom: to the classroom teacher or SLSO
- In the Playground: To the teachers on duty
- Travelling to and from school: to parents, teacher on duty
- 

**Parents/caregivers** who feel their child is being bullied should:

- May make direct contact with the school either by arranging a meeting or phone call to classroom teacher, Executive or Deputy Principal to find out if the incident is known and discuss any concerns.
- Make a follow up appointment in a week or two to check the progress of the situation.

These procedures for reporting will be publicised to the school community through the following avenues:

- Staff: Staff meetings
- Students: weekly assembly
- Parents/caregivers: newsletters and through access to the Anti-bullying plan.

### **Procedures for dealing with bullying**

All teachers will be a point of contact for students or caregivers who have concerns regarding bullying.

Teachers will respond in the following ways:

- Deal promptly with bullying reported to them in their classes.
- If bullying in the classroom is ongoing, there should be a referral to the Executive via Sentral.
- If bullying occurs in the playground teachers should address it promptly and also, referral to Executive on duty on that day.
- Teachers may also make a referral to Executive to be raised at Learning and Support Team meeting.
- Referral to counsellor or deputy principal for incidences causing major concern.
- Contact parents of children involved.

Any occurrence of bullying should be entered into the school Sentral database. This is then available for staff in particular school executive to view.

Executive and PBL team will review Sentral data to identify patterns in bullying behavior. This information will be raised at Executive meetings and LST meetings where appropriate action, intervention and support for both bully and victim can be determined.

In instances that are dealt with directly by the teacher, the Executive member (Assistant Principal or Head Teacher) should also be informed. In this way an across the school perspective can be maintained and decisive action taken quickly.

Any incidences of bullying reported by parents will be followed up by the Assistant Principal, Head Teacher, Deputy Principal or counsellor and the parents will be informed as to the actions taken.

Instances of bullying are dealt with on a case by case basis. The strategies outlined in this plan are both reactive and preventative in nature to deal with a variety of bullying incidences. The Anti-Bullying Plan will be used in line with the School Discipline and Welfare policy.

### **Strategies for supporting bullying**

Students who have been bullied will have to opportunity to build their self esteem and be taught conflict resolution skills. Students engaging in bullying will also be provided with services to assist in dealing with anger management, and build problem-solving skills.

Strategies to support students who have been affected by, engaged in or witness to bullying behaviour include:

- Mediation conducted by school Executive, Senior Executive, AEO or Healing and Wellbeing Teacher or School Counsellor
- The school Executive, AEO, Healing and Wellbeing Teacher may counsel bullies of the outcomes which will occur if they continue their actions
- The counsellor or Healing and Wellbeing Teacher will work with the bullied and the bully to help devise strategies to help them deal with the issues.
- Consequences for bullying which include: planning room, in-school isolation, suspension and expulsion applied by the Deputy Principal or Executive Principal.
- Use of District Support Services to provide programs to assist in bullying issues



- The Learning and Support Team to devise strategies, and programs to address individual cases.
- In the case of cyber bullying parents may be asked to refer matter to the police.

Wilcannia Central School has instituted a number of programs to counter bullying behaviour. Programs such as Shine, Sista Speak, Bro Speak, Coordinated Support Program and Anti-Bullying Workshops assist in addressing and minimising bullying behaviour at our school.

### **Provision of information to parents**

Parents of students who have been the victim of bullying and who have bullied other students will be contacted to discuss the issues. A meeting may occur depending on the extent of the issues. Through this collaboration the school and community will work to eliminate any future incidences of bullying.

### **Reporting to the police**

The school's procedures for reporting incidents involving assaults, threats, intimidation and/or harassment to the police are as follows:

- Student is interviewed by the Deputy Principal who will collect relevant information (written statements)
- An interview will be conducted with all relevant witnesses to the incident (written statements)
- Parental Contact will be made.
- If it is a 'critical incident' the following will occur:
  - Report to School Safety and Response Hotline
  - Notify the SED
  - Inform the police

- Notify DEC media unit (if necessary)
- Contact Local Area Command (Wilcannia Police)
  - Provide details of the incident
  - Ask for a police officer to be sent to the school to conduct further investigation.

### **Child Well-Being Unit**

Based on recommendations made during the LST meeting, Assistant Principal, Head Teacher Secondary Studies, Deputy Principal or Executive Principal may refer matters that concern the health and general wellbeing of a student to the Child Well-Being Unit or Family and Community Services.

### **Appeals and Complaints**

Students and parents can make a complaint to the Executive Principal if they consider a bullying issue has not been dealt with by the school.

Students and parents may appeal if they consider that correct procedures have not been followed and/or that a decision was unfair.

Students and parents who require assistance in lodging an appeal must be referred to regional office. Appeals can be made through the:

- Director Public Education, Far Western Network
- Executive Director

The Director Public Education, Far Western Network and Executive Director must deal with the appeal within 20 school days of lodgement, ensure communication to person making appeal is maintained, review all relevant material, provide all relevant material is made available to student and their parents, discuss relevant issues and advise parties of the decision and reasons for that decision.

Wilcannia Central School will collect data from the welfare referral system concerning incidences of bullying behaviour. The Assistant Principal and

Head Teacher Secondary Studies will monitor referrals on a weekly basis and teachers should also immediately refer any incidences of ongoing bullying to the Executive.

Wilcannia Central School will respond to bullying behaviours in a number of ways. Refer to 'Procedures for dealing with bullying' on page 4 of this document.

### **Publicising the policy**

The anti-bullying plan and strategies will be communicated to the students at school assemblies and in each classroom.

The school website will contain a copy of the plan and the school Welfare policy. This will be promoted via the school newsletter.

The Anti-Bullying Plan will be tabled at an AECG meeting.

The Wilcannia Central School Anti-Bullying Plan will be promoted and implemented throughout the school with the aid of PBL. Regular review will provide opportunities for reflection and renewal of the plan.

Wilcannia Central School will evaluate the effectiveness of the plan as follows:

- The plan will be reviewed by the Executive team annually and findings provided to staff to ensure that staff are aware of the plan and remain committed to it.
- An analysis of Sentral referrals with reference to bullying, harassment and victimization. This procedure will also be carried out at regular intervals throughout the year.
- Through the use of surveys to students and staff, for example Tell Them From Me survey
- The school Anti-Bullying Plan will be monitored and amended, where appropriate, to reflect changes in the school and current teaching and learning practices.

### **Annual Reporting**

The school will report annually to the school community about the effectiveness of the school's Anti-Bullying Plan through:

- The Annual Report
- Staff Meetings – using Sentral data to demonstrate the reduction in bullying referrals.
- The School Website – demonstrating the school's Anti-Bullying Programs.

### **Reviewing the Anti-Bullying Plan**

The Anti-Bullying Plan will be reviewed with the school community every year. The Learning and Support team will conduct surveys and reassess the programs to ensure the effectiveness of the Anti-Bullying Plan. The review will include the learning community.

## **Additional Information**

### **Police Youth Liaison Officer –**

Phone-

Email-

### **School Liaison Officer –**

Phone-

Email-

## Additional Contact Details

Wilcannia Police – (08) 8083 8099

Police Hotline – 131444

School Safety and Response Hotline – 1300363778

Child Well-Being Unit – (02) 92699400

Child Protection Helpline – 133 627

Kids Helpline – 1800551800

Beyond Blue – 1300224636

## Principal's comment

This Anti-Bullying Plan has been developed by the School Executive team in association with the school community. It is an important step in consolidating the school's student wellbeing structures as they relate to bullying. Wilcannia Central School staff consider that bullying is not acceptable and that staff, students and parents need to work in partnership across the learning community to deal effectively with issues of bullying.

### **Anti-Bullying Plan – Team Members**

Annette Cam – Executive Principal

Noel Maddern – Deputy Principal (Secondary)

Natalie Johnson – Deputy Principal (Primary)

Emma Stewart – Assistant Principal (Primary)

Sarah Davidson – Assistant Principal (Instructional Leader and PBL Co-ordinator)

Danielle Hunt – Head Teacher Secondary Studies

Brenda Mitchell – Healing and Wellbeing Teacher

Regina Hunter – Senior Leader Community Engagement

## School contact information

Wilcannia Central School

Barrier Highway, Wilcannia 2836

**Phone:** (08) 8091 5801

**Fax:** (08) 8091 5026

**Email:** <http://wilcannia-c.school@det.nsw.edu.au>

**Website:** <http://www.wilcannia-c.schools.nsw.edu.au/home>