

## ANTI-BULLYING POLICY

### PURPOSE

To foster a school culture characterised by respect, care and concern for others.

ISWA is committed in creating a safe, non-threatening, non-violent environment for its community and seeks to take necessary actions in preventing any bullying behaviour. This policy directly relates to the rights and responsibilities of ALL individuals in the school community.

The establishment and maintenance of a safe and supportive working and learning environment is the shared responsibility of all staff members, students and parents.

### DEFINITION OF BULLYING

Bullying is hurtful behaviour directed towards another person that:

- Is not accidental, it is intentional;
- Is unjustified;
- Involves repeated actions; and
- Is directed towards someone who cannot effectively stop these from happening.

Cyber bullying uses information and communication technologies to support deliberate, repeated and hostile behaviour, by an individual or group that is intended to harm others (Bill Belsey 2007, [www.bullying.org](http://www.bullying.org))

Examples of bullying behaviour which is repeated:

- a) physical: punching, hitting, tripping, kicking, obstructing movement;
- b) verbal: teasing, using offensive names, being abusive, constant criticism, inappropriate comments about a person's appearance, belittling remarks, insults, threats;
- c) non-verbal: writing offensive notes, rude gestures, graffiti;
- d) psychological: spreading rumours, hiding or damaging possessions, inappropriate use of information technology, unauthorised use of camera phones;
- e) emotional/social: deliberately excluding others from a group, refusing to sit next to someone, inappropriate gestures, overtly encouraging other people to actively ignore or avoid a person;
- f) sexual harassment: which involves behaviours such as unwanted touching, inappropriate joking, taunting or teasing of a sexual nature; and/or exposure

Cyber bullying can include:

- g) abusive texts and emails;
- h) hurtful messages, images or videos;
- i) imitating others online;
- j) excluding others online;
- k) humiliating others online;
- l) nasty online gossip and chat; and
- m) engaging in cyber stalking and the invading a person's privacy.

What bullying is not:

Behaviours that do not constitute bullying include:

- mutual arguments and disagreements (where there is no power imbalance);
- not liking someone or a single act of social rejection;
- one-off acts of meanness or spite; or
- isolated incidents of aggression or intimidation.

However, these conflicts still need to be addressed and resolved.

## OBJECTIVES

- To demonstrate ISWA's Duty of Care to ensure that students have the right to learn in a supportive, caring and safe environment without the fear of bullying, harassment, intimidation and victimisation;
- At ISWA, diversity is valued, and all members of the school community should feel respected and included and can be confident they will receive support in the face of any threats to their safety and wellbeing; and
- To define key roles and responsibilities which support the creation of an anti-bullying environment for students.

## PRINCIPLES OF POLICY

Providing a safe environment for students to learn is the responsibility of every member of the school community namely students, staff and parents and includes the School's Duty of Care to have processes for the effective prevention of bullying.

ISWA acknowledges bullying takes place in all schools but will put in place procedures to prevent bullying, to educate students about dealing with bullying, and to provide an environment where students feel they can report incidents of bullying.

The School will also provide support and guidance so that students who instigate bullying may be shown ways to modify their behaviour. The School will work closely with all parents to support victims and those that are exhibiting bullying behaviour.

## ROLES AND RESPONSIBILITIES

The following are the prescribed roles and responsibilities in the implementation of this Policy:

Designated role	Responsibilities of role	Other information
<b>Staff</b>	<ul style="list-style-type: none"><li>• Promote anti-bullying behaviour</li><li>• Deal with all reported and observed incidences in accordance with this Policy (<b>Appendix A</b>)</li></ul>	<ul style="list-style-type: none"><li>• Keeping safe curriculum</li><li>• Secondary pastoral leader</li><li>• School Psychologist</li><li>• Homeroom and classroom teachers play an important role in defining what bullying is</li></ul>
<b>HOPS/HOSS</b>	<ul style="list-style-type: none"><li>• Review and deal with bullying cases</li></ul>	<ul style="list-style-type: none"><li>• Follow behaviour management</li></ul>

Designated role	Responsibilities of role	Other information
<b>Students</b>	<ul style="list-style-type: none"> <li>Report any instances of bullying</li> </ul>	<ul style="list-style-type: none"> <li>Child friendly complaints pr</li> <li>Concerns box for Secondary</li> <li>Year 12 Wellbeing Captain</li> <li>Encourage them to be an 'Upstander'</li> </ul>
<b>Parents</b>	<ul style="list-style-type: none"> <li>Encourage their child to report bullying</li> <li>Work with the school to resolve incidents of bullying</li> <li>Inform school of any incidents of bullying they are aware of</li> </ul>	<ul style="list-style-type: none"> <li>Educate parents on what is bullying and ISWA's anti- bullying strategies</li> <li>Communication points such as newsletters, coffee mornings</li> <li>Leaders are very accessible to parents daily</li> </ul>

What is an 'Upstander'?

An upstander is someone who recognises when something is wrong and acts to make it right. When an upstander sees or hears about someone being bullied, they speak up. Being an upstander demonstrates courage and should be seen as getting someone out of trouble rather than getting someone into trouble. It is standing up for what is right and doing your best to help support and protect someone who is being hurt. In many ways, this is another word for being socially responsible.

Upstander Behaviour is:

- Being clear about who you are and what you believe in.
- Listening to and learning from others.
- Considering what is best for others in deciding your actions.
- Knowing that there are students who are isolated, marginalised and bullied – and trying to help them.
- Having some responsibility to support and protect your peers.
- Supporting those around you who are being bullied or victimised.
- Telling a friend, teacher or parent when you see someone being bullied.

## POLICY BREACHES

Students who bully others may face one or more of the following consequences:

- Involvement in a mediation process and restorative practices
- Referral to the school psychologist
- Parents may be contacted by the school
- Privileges may be withdrawn (e.g. exclusion from the playground)
- Sanctions outlined in the School's Behaviour Management Process (**Appendix B**)
- Serious incidents of bullying may require Police involvement.

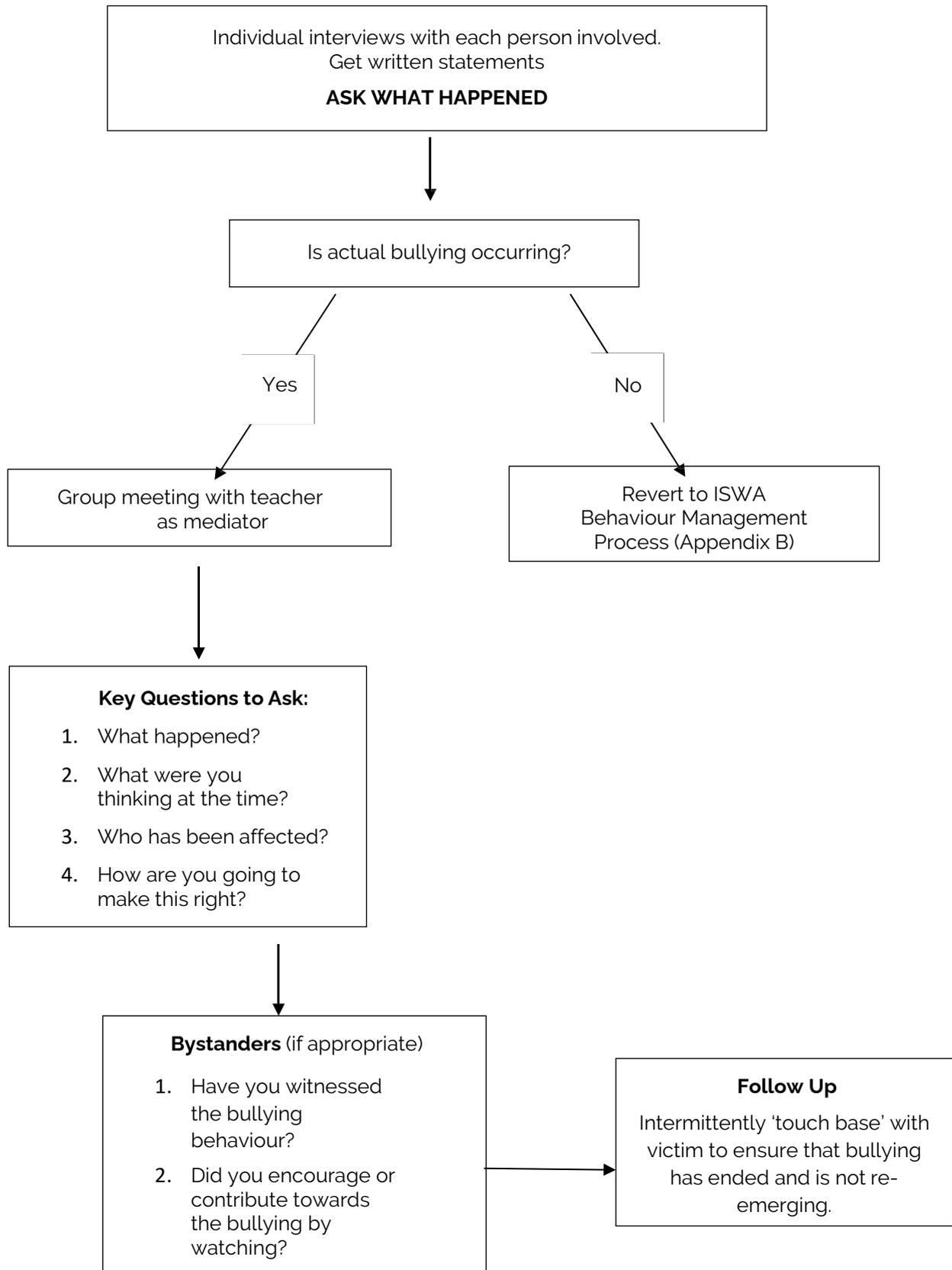
Employees who engage in behaviour which constitutes bullying may be subject to disciplinary outcomes outlined in ISWA's Performance Management Procedure.

## RECORDKEEPING

Name of document	File Location	Security Level
Incident Reports	One Note / Complaints Register	Restricted
Mandatory Reporting reports	Personnel File	Restricted

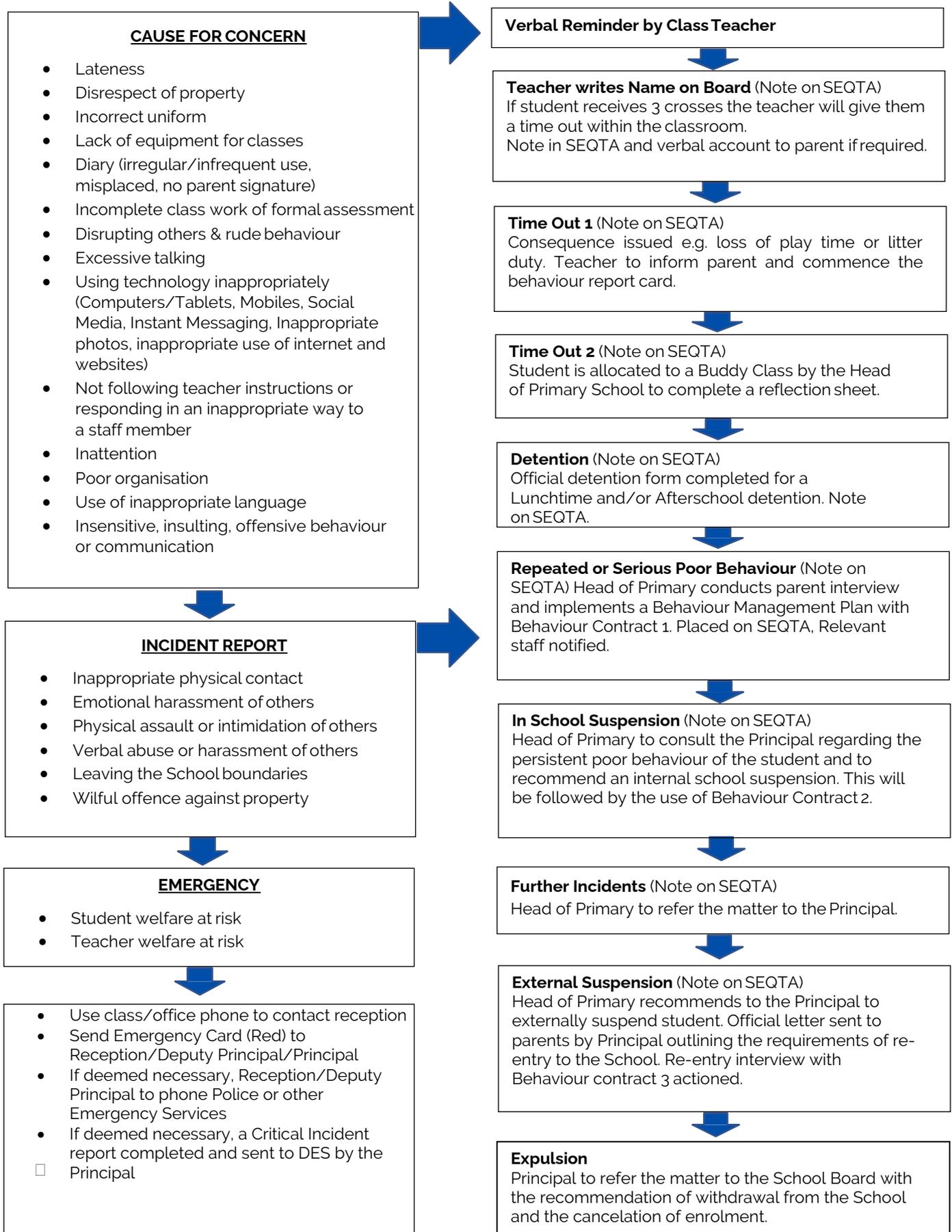
Policy Category	Operational
Date Approved	
Frequency of review	As required
Policy Owner	Head of Primary School/Secondary School
Amendment History	
Date	Amendment
April 2020	Review and update
July 2020	Minor amendments

**Procedural Flow Chart (Students)**



## Appendix B

### PRIMARY SCHOOL BEHAVIOUR MANAGEMENT PROCESS



## Appendix B

### SECONDARY SCHOOL BEHAVIOUR MANAGEMENT PROCESS

