



Policy Document

Student Anti-bullying



Student Anti-bullying Policy		Policy Reference No.
Policy Implementation Date Wednesday 01 August 2007	Review Date and Frequency Every 2 years	Responsible for Review Senior Leadership Team
Rev 1: July 2010 Rev 2: August 2011	Rev 3: July 2012 Rev 4: August 2014	

1. Rationale

- 1.1 St Luke's Anglican School aims to provide a caring and safe environment for its students and staff. This promotes learning, personal growth and self-esteem. Bullying has no part in such a School and the School community aims to develop further the existing School culture by actively discouraging any form of bullying. This includes strategies to prevent bullying and guidelines for dealing with bullying when it occurs.

2. Guidelines

1.2 Definition of Bullying

The term, being bullied, means that someone is subjected to repeated behaviours by an individual or a group. These repeated behaviours may be hurtful, threatening, frightening or intimidating. Bullying may take many forms.

- 1.2.1 Physical bullying: Including fighting, pushing, shoving, kicking, throwing objects, invading someone's personal space.
- 1.2.2 Verbal bullying: Including name calling, putting people down, continuous teasing, spreading malicious rumours, making racist or sexist comments, making undermining references to size, looks or body shape.
- 1.2.3 Non-verbal bullying: Including threatening gestures and stares, persuading another person to insult someone else, removing or hiding belongings, deliberately excluding someone from a group or activity, writing or passing offensive notes about someone.
- 1.2.4 Victimisation: Including extortion, stealing or deliberately damaging someone's property, making someone do something against their wishes, making hurtful threats.
- 1.2.5 Cyber bullying: Including sending messages electronically, or by email or mobile phone that are insulting, threatening or unpleasant voice, text and picture messages, either directly to their victims, or to spread malicious rumours.

- 2.2 Bullying will not be tolerated at St Luke's Anglican School and it is the right and responsibility of every student and staff member to report bullying if they see a student with impairments or disabilities being bullied, whether this happens to them or to someone else. In every case the complainant will be supported in making the report.

- 2.3 Bullying of students with impairments or disabilities will not be tolerated.

- 2.4 The School will maintain a climate where students and staff feel that it is their right and responsibility to report incidents of bullying, and to ensure the students feel that when these incidents are reported, they are supported by staff.

- 2.5 Staff should follow-up all reports of concern regarding how a student is being treated, whether from a parent, student, observer or teacher.

- 2.6 For both the bully and the person being bullied, there is a negative outcome.

Why bullying must be stopped:

- 2.6.1 Some students become seriously depressed if they find themselves subject to bullying behaviour. They develop a low self image and feelings of worthlessness. They may have few (if any) friends, they may be reluctant to come to school, report physical illness, and become withdrawn. A person's self-esteem may remain low for a lifetime if bullied continually at school.
- 2.6.2 Bullies, if allowed to continue, are more likely to demonstrate anti-social behaviour later in life.
- 2.6.3 In some cases the person being bullied in the first instance becomes a bully to other students later in their life, copying the behaviours on other students as they get older.

3. Procedure

- 3.1 Bullying will be responded to as follows (Middle and Senior Schools):
 - 3.1.1 If any student feels that they have been bullied in any way, they should immediately report the incident to the Pastoral Care teacher, the House Co-ordinator, the Head of Student Services, or any member of staff or senior student with whom they feel comfortable.
 - 3.1.2 The Head of Student Services must be informed of any instance of bullying.
 - 3.1.3 When an incident is reported and the student affected agrees to intervention, the Pastoral Care teacher, the House Co-ordinator or the Head of Student Services will interview all students involved and other students and staff may also need to be interviewed.
 - 3.1.4 If a student has impairment or a disability they may have a support person speak on their behalf.
 - 3.1.5 Students may report an incident, but request that disciplinary action is not immediately taken. In this instance they may seek advice about how to deal with the situation, and develop strategies to reduce the likelihood of being further bullied. The person receiving the report will inform the Head of Student Services who will carefully monitor the situation, with the assistance of the Pastoral Care teacher and/or the House Co-ordinator.
 - 3.1.6 Depending on the nature and severity of the offence, a variety of actions may be taken, for example, mediation, a letter of apology, peer support, counselling, information sessions, detention, suspension, deprivation of privileges, payment of replacement for damage to property and possible contact with the parents of the students involved where necessary.
 - 3.1.7 In co-operation with the Pastoral Care teacher and the House Co-ordinator, the Head of Student Services will keep a written record of the situation, the strategies employed and monitor the situation.
 - 3.1.8 If the negative behaviour is serious or repeated, then parents will be informed, and the matter will be referred to the relevant Head of School (School Safety Officer). A meeting between the Pastoral Care teacher, Head of School (School Safety Officer), Head of Student Services (School Safety Officer), the bully, the parents and other people as appropriate will be arranged. Further anti-bullying strategies will then be put in place. The parents of the bully will be kept informed of their child's behaviour.
 - 3.1.9 As a condition of continued enrolment, the bully may be asked to undergo counselling.
 - 3.1.10 While suspension and expulsion remain options, the School's response seeks to develop positive behaviours.

- 3.2 Bullying will be responded to as follows (Primary):
- 3.2.1 If any student feels that they have been bullied in any way, they should immediately report the incident to their Classroom Teacher, or any member of staff or senior student with whom they feel comfortable.
 - 3.2.2 The Head of Primary (School Safety Officer) or the Deputy Head of Primary must be informed of any instance of bullying.
 - 3.2.3 The Head of Primary (School Safety Officer) or the Deputy Head of Primary will liaise with the Head of Student Services (School Safety Officer) in regard to actions taken (Years 4 to 6).
 - 3.2.4 The Classroom Teacher may seek advice on action to be taken from appropriate colleagues (for example, Chaplain, Head of Student Services, Head of Differentiated Learning), ensuring that the Head of Primary (School Safety Officer) or the Deputy Head of Primary is kept informed.
 - 3.2.4 Students may report an incident, but request that disciplinary action is not immediately taken. In this instance they may seek advice about how to deal with the situation, and develop strategies to reduce the likelihood of being further bullied. The person receiving the report will inform the Head of Primary (School Safety Officer) or Deputy Head of Primary who will carefully monitor the situation with the Classroom Teacher.
 - 3.2.5 Depending on the nature and severity of the offence, a variety of actions may be taken, for example, mediation, a letter of apology, peer support, counselling, information sessions, detention, suspension, deprivation of privileges, referral of the matter to the police, payment of replacement for damage to property and possible contact with the parents of the students involved where necessary.
 - 3.2.6 In co-operation with the Classroom Teacher, the Head of Differentiated Learning and the Head of Primary (School Safety Officer) or Deputy Head of Primary or the Head of Student Services will keep a written record, the strategies employed and monitor the situation.
 - 3.2.7 If the negative behaviour is serious or repeated, then parents will be informed, and the matter will be referred to the relevant Head of School. A meeting between the Classroom Teacher, the Head of Differentiated Learning and the Head of Primary (School Safety Officer) or the Deputy Head of Primary, the bully, parents and other people as appropriate will be arranged. Further anti-bullying strategies will then be put in place. The parents of the bully will be kept informed of their child's behaviour.
 - 3.2.8 While suspension and expulsion remain options, the School's response seeks to develop positive behaviours.

4. References

Appendix 1: The St Luke's Way for Students.

Appendix 2: Strategies to implement and maintain awareness of the School Policy on Student Anti-bullying.

5. Evaluation

This policy will be reviewed every two years.

This policy was last reviewed August 2014.

Appendix 1

The St Luke's Way

At St Luke's Anglican School we expect our students to uphold the school values of *Faith, Performance and Honour*

Students should aspire to:

FAITH

- Serve God
- Respect yourself and others
- Be tolerant
- Be socially responsible

PERFORMANCE

- Set your goals
- Be organised
- Become involved
- Show commitment
- Do your best

HONOUR

- Show pride in your presentation
- Have pride in your work
- Be proud of your school

Appendix 2

Strategies to implement and maintain awareness of the School Policy on Student Anti-bullying

1. During the first week of Pastoral Care lessons for the year, the Pastoral Care teacher or classroom teacher should make all students aware of the *St Luke's Way* and the School policy relating to bullying.
2. These messages should be reinforced by Pastoral Care and classroom teachers at appropriate times during the year:
 - The Pastoral Care Program (the Personal Development Program) includes a range of topics and strategies that are relevant to the Anti-bullying Policy.
 - Reference to the Anti-bullying Policy will be made in the Student Diary.
 - The newsletters should bring the policy to parents' attention throughout the year and refer them to the Student Anti-bullying Policy on the School's website.
3. Topics concerning bullying should be integrated into the school curriculum through areas such as Outdoor Education, Health and Physical Education and Ethics & Faith.
4. In-servicing of all staff, interested parents and support staff on bullying and how to combat it could be held during a professional development seminar. Attendance at relevant professional development should be encouraged.
5. Students could be surveyed at intervals to gain feedback on bullying in the School, and how it manifests itself.
6. For students identified as either victims or bullies at each year level a "no blame" interview could be organised. This is to encourage bullying students to change their ways, and to empower victims to deal more effectively with being bullied. Counselling could also be offered and in some cases would be mandated.
7. Feedback will be sought from any community and staff surveys to gain perspective on St Luke's Anglican School being a safe and caring environment.