Anti-bullying Plan
Wellington Public School 3420
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** e.g. name calling, teasing, abuse, putdowns, sarcasm, insults, threats
- **Physical** e.g. hitting, punching, kicking, scratching, tripping, spitting
- **Social** e.g. ignoring, excluding, ostracising, alienating, making inappropriate gestures
- **Psychological** e.g. 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.
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.

Explain how representation from the whole school community has been ensured. Explain how and at what stages you have/you will engage the school community in developing, implementing, evaluating and reviewing this plan.

Statement of purpose

We will adopt procedures that will effectively protect, prevent and respond to bullying within our school. Our PBL statement of purpose is that we are safe, respectful learners. Bullying at our school is unacceptable in any form and will not be tolerated. We explicitly teach what our shared understanding of behaviours looks like, across a range of school settings.

Protection

Bullying at our school is unacceptable in any form and will not be tolerated.

Wellington Public School staff adopts the DEC definition of bullying. (see previous page).

The Wellington PS community needs to reach an understanding about what constitutes bullying behaviour.

Our parent survey indicated that parents believe that a child is a bully if they target the same child more than once. A child is bullied if they are targeted by the same student or group of students more than once.

Continue to work towards consensus and unbiased understanding of what constitutes bullying.

Zero tolerance towards bullying

PBL, anti bullying strategies / lessons & programs

Case management

Strengthen parental contact regime – slip sent home (phone call for unreturned pink contact slips), register of contact

Prevention

Every student that is enrolled in WPS will be made to read and sign (with parents/carers) the Code of Student Conduct incorporating the WPS anti-bullying code of conduct.

All stages will be explicitly taught an Anti-bullying unit at the beginning of each year.

Early Intervention

Through the continued assessment of STARS data (behaviour and pink slip data), implementation of anti-bullying programs and explicit teaching of PBL expectations.
**Response**

Find out both sides of the story to see if there is any background information. Be seen to be fair in treatment and consequences. Involve the parents of both sides. Explicitly teach behaviours and consequences frequently and consistently. Explicitly teach the responsibilities of the bystander.

The student reports the bullying incident to the teacher. The teacher will discuss the incident with all involved parties. A pink slip will record the bullying incident. Wellington Public School will publicise the procedures for reporting incidents of bullying in the weekly newsletter – The Whisper. Each parent/carer will be notified when a pink slip has been written for their child, using the pink slip notification form. The parent/carer will sign the form and return it to school the following day, to indicate they have been informed. If the form is not returned to school the next day, the incident will be followed up with a phone call.

Our school’s “STARS” student database will be used to record all incidences of bullying. The classroom teacher will be notified immediately and then followed up by the teacher and the Assistant Principal.

The bullying incident is reported to the teacher. The teacher will discuss the incident with all involved parties. The incident will be formally recorded on a pink slip.

a) A pink slip notification will be sent home to the parents/carers.

b) The pink slip is sent to the stage supervisor – AP. The AP then fills out the planning room slip. Planning room will allow for discussion of the bullying incident. The following process occurs for regular planning room offenders:

| 1st Planning Room (within a 5 week period) | Family notified
| 2nd Planning Room (within a 5 week period) | Excluded from extra curricular activities for 1 week.
| 3rd Planning Room (within a 5 week period) | eg school excursions, school socials, PSSA sport etc
| 4th Planning Room (within a 5 week period) | Suspension (at the Principal’s discretion)

Family notified
Excluded from extra curricular activities for 2 weeks.
eg school excursions, school socials, PSSA sport etc
Parental interview

If the bullying continues, student to be discussed at the LST meeting. Student will then be case managed by the principal, assistant principal, classroom teacher and LAST. Bullying programs to be implemented by LAST.

Wellington Public School will support students through a whole school anti bullying unit of work approach at the beginning of each year. This will be supplemented through PD/H/PE lessons. A ‘bullying box’ in classrooms will be introduced so all students can access support at the teacher’s discretion. We are currently looking into developing a system for the case management of identified students.

Wellington Public School plans to provide regular updates on evolving Anti-bullying Plan in the Whisper. We will also communicate regularly to the P&C to update parents with any changes to how we are managing bullying.
Specific bullying incidents will be reported directly to the parents of the students involved.

Wellington Public School are working towards more open communication between teachers and parents regarding pink slip procedures. This will be done with the use of pink slip notifications and STARS, to keep up to date records on each student.

Explain the school procedure for reporting incidents involving assaults, threats, intimidation or harassment to the police.

The teacher involved will report the incident straight to their supervisor. The incident will be recorded onto a pink slip. The supervisor will follow the matter up by speaking to the students involved. The principal will report to the Department helpline and police will be contacted.

Classroom teachers will inform their supervisor. The supervisor takes the information to the Deputy Principal or Principal. Deputy Principal or Principal are to contact Child Wellbeing Unit or Community Services and complete a wellbeing tree. Information will be reported at the LST meeting.


The Anti-bullying Plan will be published on the school website with limited hard copies available from the school office. The Anti-bullying team will present the document to the P&C.

All pink slips are recorded on STARS. Details are included stating details of the bullying incident. The executive and classroom teachers are able to access the data for each student and incident. The school will follow up and respond to patterns of bullying by specifically teaching appropriate behaviours through PBL. The patterns will be reported to the LST and followed up with case management.

Wellington Public School will consult with the school community regularly through the development stage of its Anti-bullying Policy. This will occur through surveys, updates in the Whisper, P&C meetings and whole school community meetings. Role play and explicit teaching of appropriate behaviours and responses will be modeled for students through the PBL program. When the Anti-bullying Policy has been completed, it will be introduced to the school community using the procedures outlined above. The policy will be available on the school website and included in information packages for new families.

Wellington Public School will actively monitor and evaluate the Anti-bullying Policy by regularly engaging students, teachers, staff members and the school community, through an open communication forum: P&C, school newsletter, questionnaire and case study basis. It will be embedded in the school plan and PBL will regularly review data.

**School Anti-bullying Plan – NSW Department of Education and Communities**
Principal's comment

It is with appreciation that I acknowledge the efforts of the Anti-bullying Team in the documentation of our school plan and to parents who responded to the surveys.

Looking closely at our planning guide has been extremely useful in reviewing past and existing practices. Parental feedback, data analyses, and ongoing discussions, have brought about system changes, all of which are aimed at educating and supporting students in being safe and happy at school.

Keeping our school community informed will become part of best practice as will our close attention to what we do in the areas of protection, prevention and early intervention.

We will aim to instill self-confidence, pride and resilience in our students and teach them to assert themselves positively so they will not become the aggressors or the victims in bullying situations.

Our ‘Positive Behaviour for Learning’ statement of purpose will continue to underpin our explicit teaching and lead our students to become safe, respectful, learners.

Denis Anderson - Principal

School contact information

Wellington Public School
Percy St Wellington
Ph: 02 68454080
Fax: 02 68 452843
Email: wellington-p.school@det.nsw.edu.au
Web: www.wellington-p.schools.nsw.edu.au