



Education &  
Communities

# Anti-bullying Plan

Jamison High School





# 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.

## 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.

### STATEMENT OF PURPOSE

The Jamison High school community encourages students to be safe, respectful learners. Jamison High School (JHS) aims to achieve this by providing a supportive learning environment where all students feel nurtured and can reach their potential. JHS recognizes that schools exist in a society where bullying incidents may occur and as such we work to promote a culture which rejects bullying and provides support to any members of the school community who are bullied. Bullying behaviour is recognized as being anti-social and unacceptable. Procedures are outlined in this plan for reporting bullying and responding to incidents.

The school aims to work within the school community\* to

- promote positive relationships
- promote the values of tolerance and respect
- value differences and diversity
- raise the awareness and impact of bullying behaviour
- encourage reporting of bullying behaviour
- prevent bullying behavior

\*The school community is made up of students, parents/caregivers, teaching and non teaching staff, school visitors, employers and other adults within the community.

### PROTECTION

Disagreements are part of life and can be a healthy part of any human relationship. It is because we are all individuals and want different things that disagreements and conflict occur. However, it is the way we deal with disagreements and conflict that determine whether there is a positive outcome. Learning to manage disagreements and conflict positively with parents, friends, teachers, community members and employers can be a major undertaking for some adolescents. Consequently, it is important that all adults within the school community model a kind and caring nature and demonstrate the ability to seek agreement, compromise or a solution to a disagreement or conflict.

Members of the Jamison High school community acknowledge that disagreements and conflict are not the same as bullying. Bullying is a *deliberate* and *persistent* behavior where one or more students set out to be unkind, hurtful, and cruel or mean to another student or group. Bullying can also include “bystander” behaviour where students support the bullies rather than help the victim. Bullying can occur outside of school hours and then be brought into school. This type of bullying is often through social media (facebook, chat rooms etc), text messaging, or other electronic devices and is a form of bullying called **cyberbullying**. Users of social media must be aware that the comments made on these sites are permanent and can be accessed forever by employers, adults and the police.

At school, students are provided with a warm and positive environment where clear and consistent messages are given through the ongoing Positive Behaviour for Learning (PBAL) program. The Antibullying Plan fits within the framework of PBAL. PBAL has proved to be a highly effective system of processes designed to:

- Focus on the prevention of problem behaviours
- Explicitly teach appropriate student behaviour
- Regularly review school discipline systems
- Acknowledge and reward positive behaviour
- Frequently collect data to identify and respond to the schools needs

**School Anti-bullying Plan – NSW Department of Education and Communities**

In every classroom and learning space the supervising class teacher and school learning support officers (when present) have the adult responsibility and duty of care for student safety and learning. Students should also help each other. Outside the classroom students are assisted by year advisers, head teachers, the school counsellors and deputy principals. Every student has the responsibility to behave with respect for themselves and others and to take responsibility for their own actions. They have the right to learn in safe, productive and challenging classrooms supported by their peers. They also have the right to reach their potential and be the best student they can be.

## PREVENTION

Jamison High School is committed to preventing bullying by promoting a school culture that actively promotes non-violence. U Matter, a universal school based program formulated from the Mind Matters framework embeds antibullying and resilience into mentoring lessons, along with other age appropriate content related to mental health, positive relationships, cybersafety, study skills and others. These sessions use a strengths based approach to develop skills, and positive bystander behaviours. Further, within each curriculum area, social skill development are weaved throughout each subject.

Positive Relationships (antibullying) are promoted and/or achieved through:

- the cultivation of a positive classroom climate where students are safe and respectful of all members
- policies and procedures regarding the safe conduct of students
- ensuring students are actively participating in meaningful decision making with all members of the school community e.g. anitbullying working party, SRC, PBAL Leaders, Peer Support mentors etc.)
- the provision of long term support from key personnel such as the Head Teacher Welfare, Youth Outreach Worker (YOW), Year Advisers (YA), Head Teachers (HT) and Deputy Principals (DP)
- data driven welfare initiatives such as cybersafety workshops, Brainstorm workshops etc.
- a focus on socialisation programs e.g. school camps, peer support, wellbeing programs, PBAL activities, leadership programs, cooperative learning etc.
- ongoing professional staff development regarding best practices
- the delivery of regular universal PBAL lessons to provide clear and consistent messages about appropriate behaviour
- the delivery of regular antibullying and U Matter lessons that promote positive student relationships and a clear antibullying message
- the delivery of specific U matter lessons that are determined by the data collected from school systems e.g. 'Hands Off' policy refresher
- the delivery of appropriate information via school newsletters, website and facebook for members of the school community

This policy was developed by a cross-curricula party and incorporate other policies: 1. Mobile Phone Use & Social Media at School and 2. Hands Off Policy.

### 1. Mobile Phone Use and Social Media at School

The school recognises that most students have mobile phones, iPods and other electronic devices. Students are aware that these items must be 'Out of Sight' and 'Turned Off', during the school day, unless they are required for a learning activity. Students are also unable to access social media sites e.g. facebook on school computers, unless they are required to do so for learning. In this instance, the students are supervised. We acknowledge that an increasing number of electronic devices now have the capability to access social media sites, so to prevent possible safety issues we ask that students do not use their phones whilst at school. This is to ensure the safety of all students.

When social media sites are used to bully or threaten other students outside school hours, parents will be expected to remove and/or monitor their children's access. The school's deputy principals can offer advice to parents if needed.

If phones, iPods and other electronic devices are seen or used whilst at school for non-learning activities students are aware that their phones will be confiscated and placed in a secure location with the Deputy Principals. If students persist in using their phones, a formal caution and suspension may occur. This policy is outlined on the school website and in the student eDiary.

As student phones are not accessible during school hours, we ask that parents/caregivers contact the Administration Office where they will pass on the information to the student. Likewise, if a student needs to get in contact with a parent/caregiver, the student must present at the office whereby contact will be sought. Students are responsible for the security of their own mobile phones and personal electronic devices, computers during school hours. The school does not replace lost or stolen personal property.

## 2. Hands Off Policy

JHS has a 'Hands Off' policy which asks students to be respectful of the personal space and property of others. Signs are located around the school as a visual reminder about this expectation. Students should respect the property of others and not interfere with it. Students should exhibit safe and sensible behaviour whilst moving around the school and whilst interacting with other students. Students are also expected to engage in safe activities such as their choice of sporting activity during recess and lunch. This policy is outlined on the school website and in the student diary.

## **EARLY INTERVENTION**

Students who are identified of being at risk of developing long term difficulties with social relationships or have previously experienced bullying or engaged in bullying behaviour will be provided with opportunities to develop strategies to deal with bullying and to encourage positive relationships by building self esteem and social skills. At risk students will be closely monitored by Year Advisers, the Youth Outreach Worker and other key members of the school community. Opportunities may include involvement in:

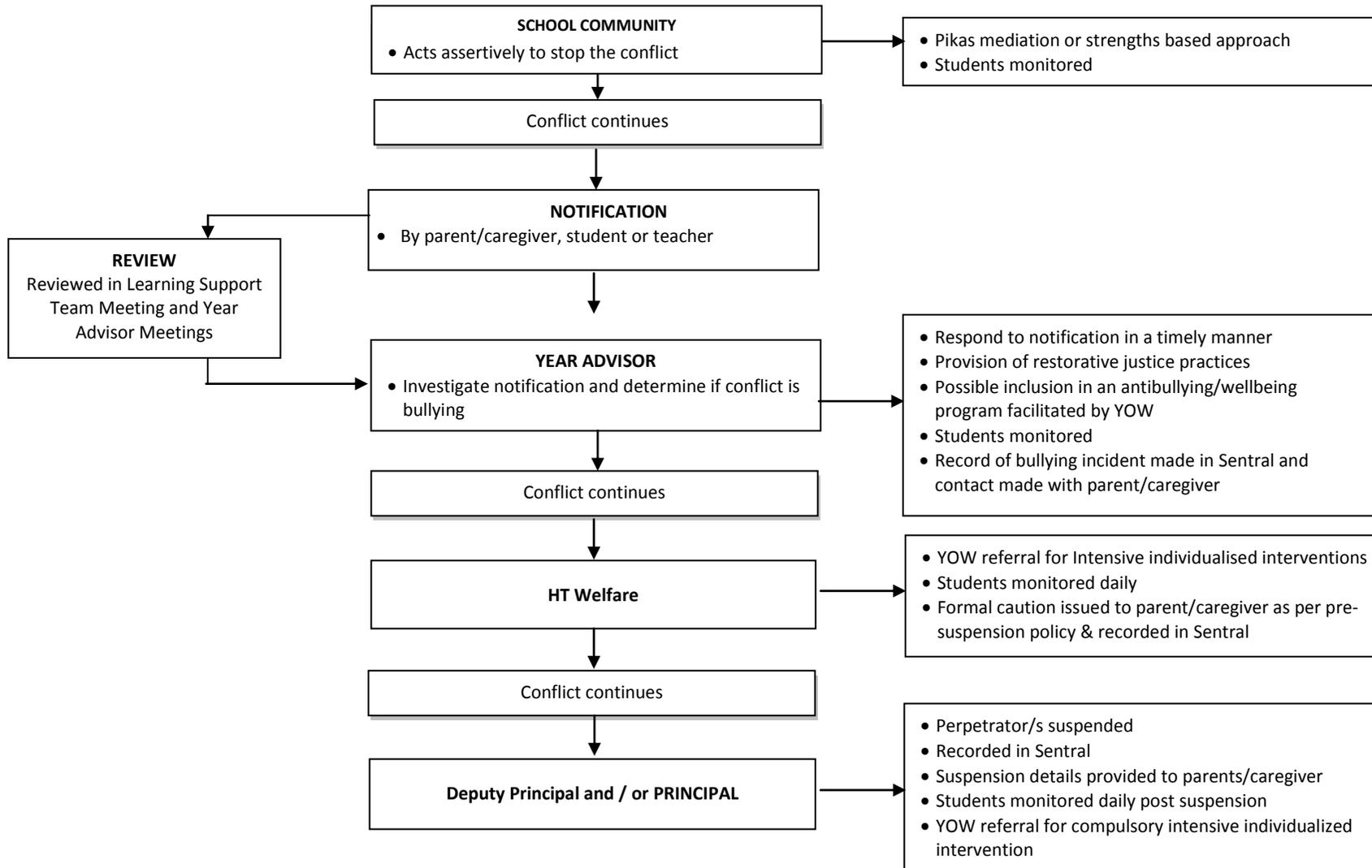
- Transition programs
- Engagement in social activities e.g. lunch time sporting activities, chess club etc.
- Resilience programs facilitated by trained members of the school community
- Specific programs e.g. Links to learning, crossroads, peer support etc.
- Referral to key staff e.g. counselors and student support officers
- Strategic placement in class groups where appropriate

Students who are at risk maybe monitored by Year Advisors where appropriate.

# RESPONSE

## MANAGING STUDENT CONFLICT

The following flowchart represents the plan of action the school community will undertake to combat bullying. Not all disagreements or conflict are bullying, therefore it is important to review suspected incidents to determine the nature of the conflict. If bullying has occurred, the school community is committed to resolving the incident positively through initiatives and strategies that promote positive student relationships and discourage bullying behaviors. It will be required that any suspected bullying incidents will be communicated through an electronic notification found on the school website. These will be investigated and responded to in a timely manner.



### Notification

JHS has implemented a system of reporting suspected bullying incidents. The notifier will raise issues with the Year Advisor or U Matter mentor who will determine whether the incident is bullying by conducting an investigation and implementing a well regarded mediation practice called Pikas Mediation. Contact will be made with the notifier within a timely manner. This process serves several purposes:

- Collection of data on all forms of bullying
- Encourage reporting of bullying incidents
- Provide student with support

Students can also contact Kids Help Line or Lifeline. These services provide free and confidential telephone counselling services by trained professionals for 5 to 25 year olds in Australia.

Kids Help Line	1800 551 800	<a href="http://www.kidshelp.com.au">www.kidshelp.com.au</a>
Lifeline	13 11 14	<a href="http://www.lifeline.org.au">http://www.lifeline.org.au</a>

### Child Protection & Keeping them Safe

Schools are among the safest places where adolescents spend time. In 2010, the NSW government introduced new legislation and procedures for child protection called “Keeping Them Safe”. Under this legislation the government established a “threshold of significant harm”. The Department of Community Services (DoCS) will act when the threshold is met. The school has mandatory procedures through which senior staff have to work before they contact DoCS. In serious and urgent matters the school will, and community members should, contact the police. All teaching and non teaching staff have training in responding to child protection concerns and will continue to be made fully aware of the Department of Education and Communities policies and procedures regarding notifications to principals.

Members of the school community often notice when students are unsafe physically, emotionally, psychologically or sexually. When students are in unsafe situations, the school will act to notify and will provide support to the student through counselling, student assistance and, where needed, contact with the police. More specialist services will be negotiated with community agencies and other government departments including Health, Juvenile Justice and the police.

Approximately 90% of students at JHS behave safely and respectfully and are recognized by the school community for this. Many students are also recognised beyond the school through local & zone, regional, state and national awards for academic achievement, citizenship, achievement in sport and achievement in the arts. For a small minority more specific, continued intervention and support is required and some students have one or more serious incidents that require intervention and more serious consequences. Forms of antisocial behaviour, such as assaults, threats, intimidation or harassment will continue to be dealt with fairly and in accordance with DEC policy and procedure. Parents may also deem it necessary to contact the police where an act of violence has been perpetrated.

The Jamison High school community recognises that educating young people in the 21<sup>st</sup> century is a partnership between students, teachers and their parents/caregivers; and like any successful partnership communication is the key element. We encourage parents/caregivers to discuss any concerns they may have about their child with us first, whether it is with the classroom teacher, head teacher of the subject or year advisor.

### Complaints handling policy and guidelines

[https://www.det.nsw.edu.au/policies/general\\_man/complaints/resp\\_sugg/PD20020051.shtml](https://www.det.nsw.edu.au/policies/general_man/complaints/resp_sugg/PD20020051.shtml)

## **School Anti-bullying Plan – NSW Department of Education and Communities**

### Privacy Legislation

Whilst staff will endeavour to provide parents/caregivers with the information they require, the DEC is bound by privacy laws.

All members of the school community have a responsibility to support and promote the objectives of this antibullying plan. They also have the right to be involved in ongoing collaboration to develop strategies to support the anti bullying plan. This plan is available on the school website and in hard copy form from the school office. It will be monitored for effectiveness and reported on in the Annual School Report (also available on the school website.) It will be reviewed and updated every 3 years as part of the School Plan.

### **Developed by:**

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In consultation with students, parents and staff.

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### **School contact information**

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