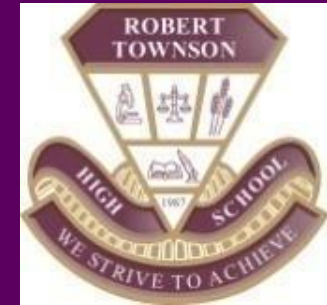




Education &
Communities



Anti-bullying Plan ROBERT TOWNSON 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 Department of Education's Preventing and Responding to Student Bullying in Schools Policy (2011).

This plan has been developed by representatives from across the school, including teachers, executive, school counsellor and parents. The plan will be reviewed and updated every two years.

Statement of purpose

Every person at Robert Townson High School has the right to be treated with respect in a safe learning environment. We value diversity within the community and provide programs and support that acknowledge difference and promote harmony.

Definitions of bullying

Conflicts or fights between equals, or single incidents, are not defined as bullying.

Bullying is REPEATED verbal, physical, social or psychological behaviour that is harmful and involves the misuse of power by an individual or a group towards one or more persons.

Bullying can involve humiliation, domination, intimidation, victimisation and all forms of harassment including that based on sex, race, disability or sexual preference.

HARRASSMENT IS AGAINST THE LAW

Cyberbullying definitions

Cyber Bullying is direct or indirect bullying behaviours using digital technologies, this

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includes harassment via mobile phone, email and social media.

It can include:

Flaming - online fights using electronic messages containing angry or vulgar content.

Harassment - repeatedly sending nasty mean and insulting messages.

Denigration - posting or sending gossip or rumours about a person to damage his/her reputation or friendships.

Outing - sharing someone's secrets or embarrassing information or images online.

Cyber-Stalking - repeated intense harassment and denigration that includes threats or creates significant fear.

Sexting - the creating, sharing, sending or posting of sexually explicit messages or images via the internet, mobile phone or other electronic device by people, especially young people.

TRANSMITTING SEXUALLY EXPLICIT IMAGES IS AGAINST THE LAW

Protection

Students, parents, caregivers, teachers and members of the wider community of Robert Townson High School have a responsibility to work together to address bullying.

The individual and shared responsibilities of students, parents, caregivers and teachers in **preventing** bullying behaviour are:

It is the student's responsibility to:

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- Show respect for all members of the school community.
- Treat others with courtesy, kindness and respect.
- Take responsibilities for their own actions; value others, allowing for individual differences and similarities.
- Not take part in bullying in any way.
- Report incidents of bullying to a teacher, Year Adviser, Welfare team and/ or Deputy.
- Understand and not tolerate the participatory role of bystanders.
- Speak out against bullying and report it when seen.
- Support students who are bullied.
- Support and assist with anti-bullying suggestions.
- Never exchange personal information on social networking profiles.
- Set your social networking profile to private.
- Abide by the school's mobile device policy

It is the parents/guardians' responsibility to:

- Model and promote positive relationships that show respect and acceptance of individual differences and diversity.
- Treat others with courtesy, kindness and respect.
- Be aware of the school's Anti-bullying plan and assist their children in understanding bullying behaviour and developing positive responses to incidents of bullying
- Watch for signs of distress in their child.
- Report incidents of school related bullying behaviour to the school.
- Provide support and encourage their child to seek help.
- Work collaboratively with the school to resolve incidents of bullying when they occur.

- Make use of the resources provided on the Department of Education website in relation to bullying and harassment.
- Monitor their child's activities on devices - walk past, talk to them about what they are doing. Monitor your child's access and use of social media/internet.
- Install filters & blocking software to minimize dangers.
- Remind their child to set the social networking profiles to private.
- Download the cybersafety button from www.esafety.gov.au
- Check out further information and tips for parents at www.esafety.gov.au

It is all staff's responsibility to:

- Model and promote positive relationships that show respect and acceptance of individual differences and diversity within the school community.
- Treat others with courtesy, kindness and respect.
- Follow the school's Anti-bullying plan and Student Wellbeing policy.
- Model bullying prevention attitudes and behaviour.
- Be alert, attentive, proactive and responsive to potential signs of bullying.
- Respond in a timely manner to incidents of bullying according to the school's Anti-bullying plan. School staff have allocated duties, accordingly instant action is not possible.
- Document all incidents of bullying and harassment in line with the school's required processes.
- Provide support and refer to the Wellbeing team as needed.
- Listen when a student needs to speak about particular school or home matters

Prevention

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1. Positive Behaviour In Schools (PBIS) is integral to building a climate of respectful relationships where bullying is less likely to occur. Our school expectations are:

Be safe. Be respectful. Be a learner.

Staff encourage safe, respectful learners using rule reminders, positive reinforcement (mini merits and merit cards) ~~and fortnightly structured skills teaching.~~

2. Staff use a structured classroom management system when responding to behaviours of concern in the classroom using Choice Theory the terminology “Stop. Make a Choice”. Reflection Sheets are used by staff to support students to reflect on their behaviours and reinforce more positive, respectful behaviour choices.
3. Promotion of mental health and wellbeing through the whole school Welfare Programs to ensures social and emotional learning and mental health are a part of every classroom and every staffroom.
4. All students participate in Wellbeing Days and programs targeting specific welfare issues specific to that year group, of which bullying, relationships and resilience building are addressed.
5. Outside organisations are regularly sourced to provide preventative programs which build resilience so students are better equipped to deal with bullying. Program proviiders vary from year to year depending on student need however past examples that have been conducted include Digital Thumbprint for all years and Youth Solutions conducts DAIR annually with Year 9 students. A full list of programs ran annually can be sourced by contacting to Welfare Department.

Early Intervention

Every year the incoming Year 6 students participate in a transition to high school program that assists integration into high school life, including identifying support personnel and providing strategies to cope in various situations.

Meetings between feeder primary schools and high school welfare/learning support staff are used to facilitate the transition of students with additional needs, and those at potential risk of bullying. Students who present as needing further intervention are provided either individual transition (Intensive Kick Off Program), meetings with parents to compile safety or behaviour plans or case meetings and conducted with relevant personnel.

Students who are identified at enrolment as having experienced bullying or having engaged in bullying behaviour are referred to the Wellbeing team and may be offered support from School Counsellors and/or their Year Adviser.

Our Police Youth Liaison Officer conducts workshops for whole class or small groups addressing various issues including bullying, racism, homophobia and inappropriate use of social networking sites.

Our school's Student Support Officer may be referred students who are at risk of being bullied or who may exhibit signs of being a bully towards others, as an early intervention strategy.

Response to bullying that has occurred at school

It is the staff's responsibility to:

- Upon report of an incidence of bullying the Head Teacher/Year Adviser/Deputy

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Principal will interview the victim in a safe setting away from the bully and other students.

- The safety of the victim and his/her welfare is prime consideration. Where a student is distressed, a staff member will remain with him/her.
- Any witnesses are interviewed and witness statements taken (if required).
- The alleged bully is interviewed to give their view.
- Where bullying is evident this will be discussed with the bully and may be given a first warning (depending on severity) . The bully's parents will be contacted, a record of the incident will be made on the school's data record system. The bully is also warned of school consequences regarding any revenge / having friends take revenge / further bullying of the victim. Recess/lunch or afterschool reflection may be given.
- Mediation between victim and bully may be conducted by Peer leaders, Head Teacher Welfare, Year Adviser or School Counsellor.
- The victim is provided with feedback including the warning for the bully and the implications should anything further arise. The victim's parents are contacted.
- Ongoing support structures are offered to the victim and witnesses. This may include support from staff or School Counsellor, Student Support Officer, Year Adviser or external agencies, for example, Uniting Care support programs, Police Youth Liaison Officer.

For continued bullying:

- In the case of a second or any subsequent instances the bully may be suspended, as per the school's Suspension Policy, assuming there is no retaliatory action from the victim.
- A record will be kept of all reported incidents on the relevant student's file including details of harm to the victim, personal factors of the students involved, care / action taken on behalf of the school, and/or other agencies e.g. Police,

any underlying causes.

- Support for victim (and witnesses where applicable) is also recorded.
- A 'safety plan' may be implemented, in consultation with Deputy Principal, Head Teacher Welfare, student and parents/ carers.

It is the student's responsibility to:

- Report any incidents of bullying at school to a staff member who is aware of past actions, particularly your Year Adviser or Head Teacher Welfare. Though allegations may be made to any member of staff many will not be aware of the severity and therefore, take only immediate measures.
- Discuss any incidents of bullying at school with a parent/carer.
- Comply with the school's Anti-bullying plan.

It is the parent's responsibility to:

- Encourage your child to report any incidents of bullying at school to their Year Adviser, Head Teacher Welfare or the Deputy Principal.
- Comply with the school's Anti-bullying plan and any recommendations or negotiated outcomes.
- Not to take any action against the alleged bully if the incident is school-related.

Response to bullying that has occurred out of school hours/at home/mobile devices/social media sites

It is the student's responsibility to:

- Secure and preserve any evidence.
- Do not respond to the message.
- Immediately exit the site if you feel uncomfortable or unsafe.
- Inform your parents/carers.

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- Block the sender and contact the service provider to report the issue and request the content be removed.
- Strongly consider deleting your current e-mail address/social media site.
- Ask your parent/carer to support you to contact the Office of the Children's eSafety Commissioner at www.esafety.gov.au to take down material if the social media service does not do so.

It is the parent's responsibility:

- If receiving harassing messages on a social network site such as MSN or Facebook, contact the service provider to block the sender or have the offending content removed.
- If content about your child is not removed then follow the procedures in the Enhancing Online Safety for Children Act 2015 which can be found on the website www.esafety.gov.au
- Inform the local Police.
- Ensure your child has no access to social media as ongoing exposure may lead to episodes of depression or anxiety.
- Seek professional medical support if your child's mental health is deteriorating.

Police involvement

The school follows the Department of Education's Suspension Policy. The Police may be notified when assaults, use of or possession of weapons, or other such offences are committed upon school grounds or if the student presents as a risk to other students or staff.

Police may also be requested by the school to conduct mediation where incidents of bullying involve parents/community members.

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Child Wellbeing Unit involvement

Department of Education Child Protection guidelines will be followed. Mandatory reports will be made as required to the Principal who will make a Child Wellbeing Unit referral if needed.

Complaints

Any complaints from students and parents about any aspect of the implementation of this policy, when dealing with an issue of bullying, should be directed to the Head Teacher Welfare or Deputy Principal of that year group. An appointment should be made with the relevant staff member to ensure there is sufficient time for the complaint to be heard.

Unresolved issues or ongoing complaints will be referred to the Principal

This document will be available on the school's website.

Bullying data and suspension data will be used to evaluate the effectiveness of this Anti-bullying plan. This data will be reported on annually in our Annual School Report available on the school's website. This Anti-bullying plan will be reviewed every two years.

Additional Information

Contact Information

Kids Helpline 1800 55 1800

Headspace 02 4627 9089

Lifeline 131 114

Macquarie Fields Police Youth Liaison Officer 02 9605 0499

Websites

Robert Townson High School Anti-bullying Plan – 2019

www.esafety.gov.au

www.bullyingnoway.org.au

www.ncab.org.au

www.reachout.com.au

School Anti-bullying Policy development team

Warren Parkes – Principal
Nicole Park – Year Adviser and Relieving Head Teacher Welfare (Wednesday, Friday)
Erin Griffiths- Head Teacher Welfare

School contact information

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