



# KINGSTON COMMUNITY SCHOOL

## ANTI – BULLYING POLICY

At Kingston Community School we work together to create an environment where everyone is safe, supported, respected and valued. We aim to resolve bullying issues we are aware of as soon as possible.

### DESCRIPTION OF BULLYING

Bullying is **repeated** verbal, physical, social or psychological behaviour that is harmful and involves the misuse of power by an individual or group. Conflict or fights between equals and single incidents are not defined as bullying.

The following are examples of bullying:

#### PHYSICAL bullying may include repetitive:

- Hitting, kicking, punching, tripping, pinching, scratching, biting etc
- Pushing, shoving, spitting
- Making rude gestures, inappropriate touching
- Taking, damaging or interfering with something, which belongs to someone else
- Making someone do something they do not want to do

#### VERBAL bullying may include repetitive:

- Teasing and put downs
- Threatening
- Making fun of someone because they are different
- Making fun of someone's actions
- Making someone do something they do not want to do
- Name calling

#### EMOTIONAL bullying may include repetitive:

- Excluding others from the game or group
- Spreading stories about others, designed to hurt or embarrass
- Gossiping, whispering, facial expressions
- Making someone do something they do not want to do

#### CYBER bullying may include repetitive:

- Threats, teasing, messages and posting of pictures made through information and communication technologies such as the internet and mobile phones or other Personal Electronic Devices
- Cyber bullying can occur when a single message or picture is sent to more than one person
- Sexual harassment

## **SIGNS THAT MAY INDICATE THAT YOUR CHILD IS BEING BULLIED**

- Reduced ability to concentrate and learn
- Refusal to attend school
- Headaches or stomach aches
- Acting out, tearfulness, sadness, lack of interest in usual activities
- Unwillingness to discuss or secrecy about their online communication

## **ACTIONS STUDENTS AND PARENTS CAN TAKE**

### **IF YOU ARE BEING BULLIED:**

- Tell the person who is bullying to stop
- Talk to any staff member with whom you feel comfortable
- Talk to your parents/caregivers
- Talk to the school counsellor or friends
- Keep reporting the bullying as often as it continues
- Don't react or retaliate with bullying

### **IF YOU ARE A FRIEND/BYSTANDER:**

- Do not join in
- Let the bully know his/her actions are wrong
- Support the bullied student
- Report the matter to a staff member or adult

### **IF YOU ARE BULLYING PEOPLE:**

- Think about why you bully - "Hurt people hurt others"
- Think about how it would feel (or does feel) when someone bullies you
- Think about being brave, by talking to someone about your problems

### **IF YOU ARE A PARENT:**

- Be a positive role model
- Watch for signs that your child is involved in or is affected by bullying
- Get the story – find out exactly what happened from your child
- Let your child know they have done the right thing in reporting the bullying
- Contact the school to arrange a meeting
- Take their concerns seriously
- With your child, check the following websites:

[www.bullyingnoway.com.au](http://www.bullyingnoway.com.au)

[www.reachout.com.au](http://www.reachout.com.au)

[www.youthbeyondblue.com](http://www.youthbeyondblue.com)

[www.cybersmart.gov.au](http://www.cybersmart.gov.au)

## **ACTION THE SCHOOL WILL TAKE**

Bullying, which is reported at school, will be addressed, documented and monitored using a Restorative Justice approach whenever possible.

Actions may include:

- Speaking with the students involved
- Parent notification via phone call, letter or incident sheet
- Interview with relevant staff, parents, and students
- Peer mediation (Sharing concerns)
- Peer support for those involved in bullying
- Counselling
- Contracts and agreements
- Daily lesson checks
- Time out from class or yard
- Focus Area, suspension/exclusion
- Referrals to police or outside agencies

The school teaches anti-bullying strategies and resilience within the Health curriculum and the Child Protection curriculum.

**The Year Level Co-ordinator** is the key person in managing, co-ordinating and monitoring any intervention process for students involved in bullying. They are responsible for:

- Ensuring that all relevant incidents they deal with are recorded on DUX (this information is monitored to recognise regular offenders who may require intervention)
- Making contact with the Student Counsellor to discuss intervention approaches
- Organising written documentation to be sent home to parents, and setting up meetings with parents
- Co-ordinating and monitoring, daily lesson checks, daily yard checks, etc
- Ensuring that the student and family understand that student behaviour management consequences will be applied if there is no significant improvement
- Applying behaviour management consequences as required
- Discussing potential student suspension with the Principal
- Supporting the ongoing well being of the victim

**The Student Counsellor** is responsible for:

- Providing advice to the Year Level Co-ordinator, student and family on strategies to respond to bullying
- Assisting the Year Level Co-ordinator to plan the intervention approach
- Supporting students to change inappropriate bullying behaviour
- Acting as an advocate for victims
- Peer mediation session organisation and meetings

**WE ALL HAVE THE RIGHT TO BE SAFE  
IF BULLYING KEEPS ON HAPPENING, KEEP ON REPORTING, KEEP ON TELLING**