

## RESOURCES

The following contacts can provide support and information about bullying and harassment for parents and students.

- DECD Parent Helpline —1 800 222 696  
[www.decd.sa.gov.au](http://www.decd.sa.gov.au)
- Kids Helpline 1800 551 176  
[www.kidshelp.com.au](http://www.kidshelp.com.au)
- Bullying No Way!  
[www.bullyingnoway.com.au](http://www.bullyingnoway.com.au)
- ACMA Australian Communication and Media Authority  
[www.cybersmart.gov.au](http://www.cybersmart.gov.au)
- DECD cyber safety web page <http://www.decd.sa.gov.au/speced2/pages/cybersafety/36219/>
- ThinkUKnow the Australian Federal Police internet safety program [www.thinkuknow.org.au](http://www.thinkuknow.org.au)
- Cyber security website for internet users:  
[www.staysmartonline.gov.au](http://www.staysmartonline.gov.au)
- Parenting SA Parent Easy Guides  
[www.parenting.sa.gov.au](http://www.parenting.sa.gov.au)
- Children, Youth and Women's Health Services  
[www.cywhs.sa.gov.au](http://www.cywhs.sa.gov.au) Parent Helpline 1300 364 100

This policy is based upon recommendations of the 'Cossey Report' (Cossey 2011) - *Review of procedures and processes in Department for Education & Child Development (DECD) related to bullying and violence in school.*

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Next review: 2018



## REMARK WEST PRIMARY SCHOOL

*Honesty - Self Worth - Tolerance and  
Understanding - Respect - Responsibility - Success  
and Striving to Do Your Best*

### ANTI-BULLYING and ANTI-HARASSMENT POLICY



At Renmark West Primary School we do not tolerate bullying or harassment in any form. It will be dealt with seriously, promptly and appropriately.

*We want all students to be safe.*

Our school aims to establish a community in which everyone supports our school values. We are committed to ensuring a safe, supportive environment in which

- Everyone is valued and respected.
- Individual differences are understood and accepted.
- Each member of the school community considers the welfare of others.

We will work with the school community and other services and agencies to support our students in being responsible and productive members of this community.

### **BULLYING IS:**

- A deliberate, repeated and unjustifiable behaviour.
- Intended to cause fear, distress, or harm to another.
- Conducted by a more powerful individual or group against a less powerful individual or group.

### **BULLYING MAY BE:**

- Physical, verbal, written and/or psychological.

The person/s being bullied is/are unable to stop it from happening.

Examples of bullying:

Physical - hitting, punching, pushing, pinching, throwing objects.

Verbal - name-calling, teasing, mimicking, teasing, spreading rumours, threatening and intimidation.

Non-Verbal - threatening or obscene gestures, inappropriate body language, exclusion from a group, removing, hiding or damaging others' belongings.

Cyber— bullying done through the use of technology such as computers, mobile phones, the internet and cameras using email, text messaging, social networking, websites, chat rooms, instant messaging or SMS.

**It is NOT bullying when:**

- Teasing is done in a friendly, playful way.
- Two people who are as strong/powerful as each other argue or fight.

### **WHAT PARENTS CAN DO**

**WATCH** for signs that your child may be being bullied /harassed e.g.

- Is unwilling to go to school.
- Becomes withdrawn, anxious or lacking in confidence.
- Feels sick in the morning
- Has possessions go "missing"
- Asks for money or steals money
- Has unexplained cuts or bruises.

**TALK** with your child about your concerns and **LISTEN** calmly to your child.

**IF POSSIBLE**, first allow your child to report the situation and deal with it.

**AVOID** blaming your child for the bullying/harassment.

**DISCOURAGE** any planned retaliation; rather discuss positive strategies they can use.

**REPORT** any cases of bullying/harassment even if your child is not directly involved or affected. Find out what happened, who was involved, where it happened, if anyone else saw it.

**DO NOT** deal directly with the other children or their parents but work through and with the school.

*If you have tried these suggestions, including working with the school and your child is still being bullied or harassed, contact The Parent Complaint Unit 1800677435.*

## WHAT WE DO TO REDUCE BULLYING AND HARASSMENT

### PREVENTION

- Positive role modeling by staff.
- Teach students social skills, problem solving and conflict resolution skills. (e.g "Friendly Schools Plus" social skills programme).
- Encourage students to be tolerant of difference.
- Implement the "Keeping Safe" child protection curriculum.
- Encourage students to take responsibility for the choices they make .
- Explicitly teaching about bullying and harassment. Teaching internet safety skills and knowledge. This is to happen early each year.
- Provide sports equipment and places to go during play breaks e.g Hall, Computer Room, Library.

## WHAT WE WILL DO WHEN BULLYING/HARASSMENT IS REPORTED

### INTERVENTION

- In all cases of alleged bullying/harassment, staff will record the incidents using the school "Bullying /Harassment Report Form".
- The behaviour will be investigated and determined if it is bullying or harassment.  
Responses may involve counselling, support groups or support plans.
- All responses use a restorative justice approach. This gives the person using the reported behaviours the opportunity to repair damage done.
- Talk to parents of those being bullied and those doing the bullying.
- Keep written records of all reported incidents.

## WHAT WE WILL DO IF BULLYING/HARASSMENT CONTINUES

The following consequences may occur, depending on its nature, severity and extent:

- Removal from the group (in class).
- Withdrawal of recess and lunchtime privileges.
- Withholding participation in any school trips or sports events.
- Take home.
- Suspension.
- Cyberbullying is an offence that may need police investigation if the behaviour is considered illegal, such as sexting.

*After the incident has been investigated and dealt with, each case will be monitored to ensure repeated bullying/harassment does not take place. Information will be treated confidentially.*

## HARASSMENT IS:

- Behaviour that targets an individual or group due to their identity, race, culture or ethnic origin, religion, physical characteristics, gender, sexual orientation, marital, parenting or economic status, age, ability or disability.

## HARASSMENT

- Offends, humiliates, intimidates or creates a hostile environment.
- May be an ongoing pattern of behaviour, or it may be a single act.
- May be directed randomly or towards the same person(s).
- May be intentional or unintentional - words or actions that offend and distress one person may be genuinely regarded by the person doing them as minor or harmless.

## THE IMPORTANT ROLE OF BYSTANDERS

A bystander is someone who sees or knows about bullying/harassment that is happening to someone else. Bystanders can either be part of the bullying /harassment or an important part of stopping it.

SUPPORTIVE bystanders will take action and/or use words to help someone who is being bullied/harassed.

This may include:

- Never standing by, watching or encouraging bullying./ harassment.
- Supporting the person being bullied/harassed to ask for help.
- Reporting it to someone in authority or someone you trust.
- Never forwarding on or responding to messages or photos that may be upsetting or offensive.
- Not harassing, teasing or spreading gossip about others, this includes on social networks like Facebook.

## RIGHTS and RESPONSIBILITIES

It is the RIGHT of everyone to be safe, to learn, to be respected and to be valued. This means it is everyone's responsibility to take the necessary steps to stop bullying behaviour and harassment and report it if needed.

PARENT RESPONSIBILITIES	STAFF RESPONSIBILITIES
◇ Be a positive role model.	◇ Be a positive role model.
◇ Watch for signs of distress in your child (not wanting to come to school; bruising; headaches; asking for extra money).	◇ Use positive classroom management strategies and explicitly teach strategies to enhance students' social skills and reduce bullying and harassment.
◇ Be available and listen to your child.	◇ Be available and listen to reports of bullying or harassment.
◇ Encourage your child to report the problem or make a report yourself to someone on staff (preferably the class teacher). This may be done either via a written report form available at the office, and/or verbally. This is to be done as soon as possible.	◇ Record any incidents using the "Bullying / Harassment Report Form." Discourage any form of retaliation, rather discuss positive strategies that the child could use. ◇ Monitor the situation and/or refer it directly to senior staff if necessary.
◇ Discourage any form of retaliation; rather discuss positive strategies that your child could use.	◇ Photocopy the form and give a copy to the Principal and School Counsellor. This is to be done as soon as possible.
◇ Do not approach any children involved or their parents.	◇ Be obviously present during recess and lunch times when on duty.

SENIOR STAFF RESPONSIBILITIES	STUDENT RESPONSIBILITIES
<ul style="list-style-type: none"> <li>◇ Investigate each incident referred by staff as soon as possible.</li> <li>◇ Use restorative justice practices where possible.</li> <li>◇ Consequences will depend on the nature, severity and extent of the bullying.</li> <li>◇ Inform parents of about serious incidents involving their child.</li> <li>◇ Monitor and follow up with those involved.</li> </ul>	<ul style="list-style-type: none"> <li>◇ Report bullying or harassment if it is not safe for you to help. Do this whether it happens to you or someone else. Use a "Bullying /Harassment Report Form" or tell someone.</li> <li>◇ Be aware of how you speak and act towards others on or offline.</li> <li>◇ Ask the person bullying to stop.</li> <li>◇ Offer help to the person being bullied. Don't join in the bullying.</li> </ul>

## RESPONDING TO CYBER-BULLYING

The school is required to act in cases of cyber-bullying outside of school hours and off site. Bullying and harassment may include activities that are against the law and should be reported to the police.

If a website or mobile phone was used as part of the bullying it will help with tracking and blocking people engaging in the bullying behaviour if you can:

- Save messages and details of the senders - if you are the person who was bullied and you don't want to keep reading the messages, ask someone you trust save them for you.
- Provide information about which websites or social networks were used.
- Provide the name of your internet service provider or mobile phone provider.