

Lane Cove Public School

ANTI-BULLYING ACTION PLAN

At Lane Cove Public School every person has the right to feel safe and secure.

Any person who bullies another is denying them that right.

The school does not tolerate any action that undermines a person's right to feel safe and secure, and will take whatever steps necessary to endeavour to stop such behaviour.

(The full Anti-bullying Plan is located on the school's website: www.lanecove-p.schools.nsw.edu.au)

SCHOOL CONTACT INFORMATION

Lane Cove Public School Phone: 9427 2155 or 9427 1024 P O Box 127, LANE COVE NSW 1595 Fax: 9418 6277

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Web: www.lanecove-p.schools.nsw.edu.au

BULLYING IS...

A clear understanding of what bullying is can help both adults and students deal with the situation more effectively. 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. Cyberbullying refers to bullying through information and communication technologies.

Bullying can involve humiliation, domination, intimidation, victimisation and all forms of harassment including that based on gender, age, ethnicity, disability, sexual orientation. 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 behaviours 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, ostracizing, alienating, making inappropriate gestures
- **psychological**, e.g., spreading rumours, facial expressions, hiding or damaging possessions, malicious SMS, social media and email messages, inappropriate use of camera phones.

ACTION PLAN

We can help to control what happens by following this Action Plan for students, parents and staff.

ACTION PLAN FOR STUDENTS

What students can/should do to prevent or deal with bullying:

- Take a deep breath
- Look directly into the eyes of person attempting to bully
- Speak in a firm, clear voice say loudly "Stop it. I don't like it, go away." or say, "Stop it. That's bullying. It's not O.K."
- If the bullying behaviour continues go directly to your teacher, don't stop, don't be afraid, just report what happened
- Go to the teacher on duty if you are in the playground
- Do not retaliate with physical force
- Do not give in to bullying or give money, favours or goods
- Think of ways to keep away from the bully; talk about this with your teachers

Believe:

- You can control what happens
- It's not ok to make someone sad
- You can make it stop
- Remember it is not your fault

Think:

- Bullying Do something about it
- Bullying No one likes it
- Bullying No-one deserves it
- Bullying No-one needs it
- Bullying Try and think strong good thoughts about yourself

ACTION PLAN FOR PARENTS

What parents can/should do if they suspect bullying:

- Have a responsibility to understand "what is bullying?"
- Take a pro-active approach and talk with children if they suspect they are victims of bullying
- Be aware of the signs of bullying
- Be aware of the child's friendship groups
- Approach the school/child's teacher
- Encourage friendships by inviting children home
- Reinforce that one should not accept being bullied or being a bully is never ok
- Be a good role model with everyone in the community
- Be responsible for encouraging anti-bullying attitudes
- Be understanding and supporting of your child
- Help your child to respond to bullying behaviour by encouraging your child to:

Act:

Stop, think, walk away, talk to a friend, tell a teacher or the principal

Say:

"I'm sorry I hurt you."
"Stop it! I don't like it! Go away!"
"Stop it! That's bullying. It's not O.K."

ACTION PLAN FOR SCHOOL STAFF

Preventative Measures:

- Create a warm and safe environment at school
- Educate students about the school's Anti-bullying Plan
- Communicate clear standards of behaviour
- Encourage students and parents to understand that they have a responsibility to report incidents of bullying to school staff
- Use consistent guidelines
- Active monitoring of students at school
- Be a good role model with parents and students
- Provide specific lessons and role play acceptable behaviour
- Provide network for students
- Conflict resolution and restorative practices
- Explicit teaching in Child Protection, Bounce Back and Life Education programs
- Buddy system for Kindergarten students
- Active student representative council
- Inclusion Support Team interventions including Lunch Club

Reporting and Consequences:

Staff will:

- Use the school's Discipline Policy strategies to manage inappropriate student behaviour
- Consult with the school executive team, and refer to the LCPS Bullying Response Flowchart
- Referral to school counsellor, involvement of network support staff if required
- Separate the bully from the peer group to disempower the bully

RESPONSIBILITIES

Students and parents have a responsibility to report incidents of bullying to school staff.

School staff have a responsibility to listen to and investigate reports of bullying and follow up within the framework of the school's Discipline Policy (available on the school's website).

Further details of responsibilities can be found in the school's Anti-bullying Plan found on the school's website.

ADDITIONAL INFORMATION

The NSW Government has a number of resources on its Anti-bullying website that are located at https://antibullying.nsw.gov.au/

Department of Education Policies:

Student Behaviour Policy

Complaint Handling

Additional information can also be found on the following websites:

Kids Helpline 1800 55 1800 or www.kidshelpline.com.au

Bullying No Way www.bullyingnoway.gov.au

Safe Schools Hub https://nsw.childsafetyhub.com.au/safe-schools-for-parents-what-to-do-about-bullying/

National Centre Against Bullying https://www.antibullyingcrusader.com/support/national-centre-against-bullying

LCPS Bullying Response Flowchart

First hour: Listen

- Provide a safe, quiet space to talk and reassure the student that you will listen to them
- •Let them share their experience and feelings without interruption
- •As a mandatory reporter, if you hold immediate concerns for the student's safety, let the student know how you will address these. Immediate in this circumstance is where the staff member believes the student is likely to experience harm (from others or self) within the next 24 hours.

Day 1:

- Ask the student for examples they have of the alleged bullying (e.g. hand written notes or screenshots)
- •Write a record of your communication with the student and check with the student to ensure you have the facts correct
- •Enter the record in School Bytes behaviour and wellbeing system.
- •Notify school executive of incident if required in line with behaviour management flowchart
- •Notify parent/s that the issue of concern is being investigated

▼ Day 2: Collect

- •Gather additional information from other students, staff or family
- •Review any previous reports or records for students involved
- •Make sure you can answer who, what, where, when and how
- •Clarify information with student and check on their wellbeing
- Maintain confidentiality of records

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- •Evaluate the information to determine if it meets the definition of bullying (see above)
- •Make a time to meet with the student to discuss next steps
- •Ask the student what they believe will help address the situation
- •Engage the student as part of the solution
- •Provide the student and parent with information about student support network
- •Agree to a plan of action and timeline for the student, parent and yourself

Day 4: Implement

Day 3: Discuss

- •Document the plan of action in School Bytes behaviour and wellbeing system.
- •Complete all actions agreed with student and parent within agreed timeframes
- •Monitor student and check in regularly on their wellbeing
- •Seek assistance from student support network if needed, for example learning support team and/or school counselling team

Day 5: Review

- •Meet with the student to review situation
- •Discuss what has changed, improved or worsened
- •Explore other options for strengthening student wellbeing or safety
- Report back to parent
- •Record outcomes in School Bytes behaviour and wellbeing system

Ongoing folllow-up

- •Continue to check in with student on regular basis until concerns have been mitigated
- •Record notes of follow-up meetings in School Bytes behaviour and wellbeing system
- •Refer matter to the Learning and Support Team within 48 hours if the situation is not resolved
- •Look for opportunities to improve school wellbeing for all students
- Continue to maintain confidentiality of records

Please see links for additional information regarding bullying prevention and anti-bullying action:

NSW Department of Education - Student Behaviour Policy

Schooling Initiatives - Anti-Bullying Resources,

Resources and Support - Child Safety Hub, Bullying No Way