



LAKE WINDEMERE  
B-7 SCHOOL  
The nature of learning.

# Anti Bullying Policy



Government of South Australia  
Department for Education

## DOCUMENT CONTROL

**Managed by:**  
Principal

**Approved by: Governing Council**

B-7 Leadership Team

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## RATIONALE

At Lake Windemere Primary School everyone has the right to be safe. Lake Windemere School endeavours to be an inclusive, supportive and ordered learning environment free from bullying, harassment and violence. It is everyone's responsibility to ensure all students work to reach their potential. Bullying prevents people from achieving their full potential and we are all responsible for stopping it. Lake Windemere School will work with the school community and other services and agencies to support its students in being responsible and powerful learners/community members.

## DEFINITIONS

**Bullying:** A repeated, unjustifiable behaviour that may be physical, verbal or psychological. It is intended to cause fear, distress or harm to another, take away someone's power or safety and is conducted by a more powerful individual or group against a less powerful individual or group.

**Harassment:** 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 and that offends, humiliates, intimidates or creates a hostile environment. Harassment may be an ongoing pattern of behaviour, or it may be a single act. It may be directed randomly or towards the same person(s). It may be intentional or unintentional, i.e. words or actions that offend and distress one person may be genuinely regarded by the person doing them as minor or harmless. Harassment is unacceptable and needs to be addressed as part of creating a safe school but it would not be considered bullying if any one or more of the following three features were present:

- it occurred only once and was not part of a repeated pattern
- it (genuinely) was not intended to offend, demean, annoy, alarm or abuse
- it was not directed towards the same person(s) each time.

**Violence:** Violence is the intentional use of physical force or power, threatened or actual, against another person(s) that results in psychological harm, injury or in some cases death. Violence may involve provoked or unprovoked acts and can be a single incident, a random act or can occur over time.

**Discrimination:** Discrimination occurs when people are treated less favourably than others because of their race, culture or ethnic origin; religion; physical characteristics; gender; sexual orientation; marital, parenting or economic status; age; ability or disability. Discrimination is often ongoing and commonly involves exclusion or rejection.

## **TYPES OF BULLYING**

Bullying can be:

- Physical (hitting, kicking, pushing, strangling, throwing things)
- Verbal (name calling, teasing, racial harassment, gossiping)
- Threatening (threatening and obscene gestures, removing or hiding belongings)
- Exclusion (excluding someone from a discussion, group, activity or game)
- Cyber bullying, which is being cruel to others by sending or posting harmful material using the Internet or other digital technologies

Sexual Harassment (inappropriate touching, not respecting personal space) or sex-based harassment

## **SIGNS OF BULLYING**

When students are bullied, they may choose not to report it to people close to them. They may feel that it will only make things worse or they may be too afraid. Below is a list of some possible signs that a child/student is being bullied.

- Unexplained cuts, bruises or scratches
- Damaged or ripped clothing
- Vague headaches or stomach aches
- Refusal to go to school
- Is frightened of walking to or from school/begs to be driven to school
- Changes their usual routine
- Asking for extra pocket money or food
- Tearfulness, anxiety or difficulty sleeping
- Hiding information on mobile phones, emails or in comments on their social networking pages.

## **REPORTING AND RESPONSIBILITIES**

We all use grievance procedures to stop bullying. Every student and every situation is different and therefore we treat every situation according to the issue and its severity.

- If someone is teasing you, calling you names or harassing you,  
A) AND YOU ARE FEELING OK, TRY IGNORING IT  
B) IF YOU ARE NOT FEELING OK THEN YOU NEED TO
- Tell the person to STOP what they are doing. State the problem clearly.

“I have a problem with....” Tell them firmly, saying exactly what behaviour you don’t like.

You may want to ask an older child to help you.

- If the behaviour stops you do not need to notify a teacher.
- If the harassment continues, you need to talk to a staff member.
- Ask for some help.
- Tell them what you have already said to the person harassing you.

REMEMBER

- If the problem is not solved speak to another staff member.

IF YOU DON’T TELL SOMEONE, WE WILL THINK EVERYTHING IS OK.

## **OTHER CONSIDERATIONS**

Our Student Code of Conduct is explained to families during their enrolment meeting and the student then discusses and signs this with their class teacher. Each year the students review the Student Code of Conduct and re-sign as a part of the beginning of their new year.

## **ACTIONS**

When bullying does occur and is reported, we:

- Listen and talk to both the person who has been bullied and the person who has bullied others.
- Talk to any witnesses.
- Put negotiated consequences in place for the student who has been bullying others.
- Provide follow up support.

Contact families using formal and informal processes depending on the issue and its severity.

## **PREVENTION, INTERVENTION AND COPING STRATEGIES**

### **STAFF:**

Our prevention strategies include social skills programmes which educate students about conflict resolution, anger management and problem solving. We use programs such as What's the Buzz, PALS and The Child Protection Curriculum. During Start-Up Week, our students are explicitly taught how to play safely and feel good about themselves. Students are explicitly taught grievance procedures and are given opportunities to practise using them. Students are involved in Restorative conversations and practices when working through reported incidents. Student Voice is a whole school focus where students are given many opportunities to make decisions about their school through weekly meetings.

### **STUDENTS:**

Use grievance procedures and talk to a staff member straight away if you are not happy. Don't retaliate but try and solve the problem. Show leadership and look after each other. Gossiping hurts, so if someone gossips, tell the person gossiping that you don't want to hear what they have to say. If someone uses the grievance procedures with you, you need to stop straight away. Report bullying immediately.

### **FAMILIES:**

Stay calm if there is a problem and speak to a staff member. Don't talk to other families or the other child involved. Listen to your child and ask how their day went (perhaps not straight after school). Take time to discuss friendships, relationships and ensure all is okay at school. Learn about our grievance procedures so you can support your children. Families should/need to report bullying when they see it.

***Communication is very important in stopping bullying.***

## **TRAINING AND DEVELOPMENT**

Child Protection Curriculum training is carried out when staff are due to up-date their training. Play is the Way training is offered to staff when the opportunity arises. Our in school resources are shared during staff meetings and team meetings as required.

## **DOCUMENTED PROCESSES**

- The bullying or threats of bullying will be investigated. All participants will be spoken to, including bystanders.

- In serious cases parents/caregivers of the offender will be notified and may be asked to attend a meeting to discuss the problem. The victim of bullying will be part of the resolution process and may be invited to a meeting to begin the resolution to the problem.
- When and if necessary and appropriate, police will be consulted and invited to speak to those involved.
- An attempt will be made to help the offender (bully/bullies) to be the best person they can be by respecting themselves and those around them.
- Any meetings are noted, some using forms and others by counsellors.
- In serious cases, other actions may take place, suspension or even exclusion will be considered.