

# ANTI-BULLYING

## POLICY

Ringwood Heights Primary School is committed to providing a safe and caring environment that fosters respect for others and does not tolerate any form of bullying.

### **Our Definition:**

Bullying is defined as repeatedly hurting another person either physically or psychologically.

Bullying can take many forms. We consider the following behaviour to be bullying:

#### • **Physical:**

- ❖ Hitting, kicking, punching
- ❖ Pushing, shoving, spitting
- ❖ Making rude gestures
- ❖ Taking or damaging something which belongs to someone else
- ❖ Forcing others to hand over food, money or something which belongs to them
- ❖ Making someone do something they don't want to

#### • **Verbal:**

- ❖ Name calling
- ❖ Teasing
- ❖ Threatening
- ❖ Making fun of someone because of their appearance, physical characteristics or cultural background
- ❖ Making fun of someone's actions

#### • **Indirect:**

- ❖ Excluding others from the game or group
- ❖ Spreading untrue stories about others

#### • **Cyber**

- ❖ Making threats via any digital communication
- ❖ Using any digital device directly or indirectly to force someone to do something they otherwise would not do.
- ❖ Teasing or making fun of someone using digital communication.

### **Strategies we will use to deal with bullying:**

#### • **At Ringwood Heights Primary School we will:**

- ❖ Openly talk about bullying - what it is, how it affects us and what we can do about it.
- ❖ Teach our children the skills which will build their self-esteem and empower them to take the responsibility for themselves - give them the opportunity to practise these skills.
- ❖ Implement our policy which clearly states what actions we will take to deal with bullying behaviour.

#### • **Responsibilities of staff:**

- ❖ To model appropriate behaviours at all times.
- ❖ To deal with all reported and observed incidences of bullying as set out in this policy.
- ❖ To ensure that children are supervised at all times.
- ❖ To report incidences of bullying to the principal if this is warranted.

#### • **Responsibilities of Children:**

- ❖ To "tell" if they are being bullied or if they see someone else being bullied – both at school and on the way to and from school.
- ❖ To help someone who is being bullied.
- ❖ To not bully others.

#### • **Responsibilities of Parents:**

- ❖ To watch for signs that their child may be being bullied.

- ❖ To speak to someone on staff at Ringwood Heights Primary School if their child is being bullied, or they suspect that this is happening.
- ❖ To instruct their children to “tell” if they are bullied.

### **Reporting of Bullying:**

Incidences of bullying can be reported to any teacher or the Principal by children and their parents. Any bullying incidences that are dealt with will be recorded and this record will be kept.

### **Responding to Reported Incidences of Bullying:**

When a bullying incident is reported or observed we will use the following graded sanctions:

- Talk to the children involved about the incident and remind them that such behaviour is not acceptable. Comfort the victim and find out how he/she feels.
- Warn the bully of the consequences of further incidences.
- Inform other staff of the incident and record it in Whole School Student Wellbeing Document (Google Docs)
- Monitor the behaviour of the children involved following this discussion. Discuss with the bully some possible actions to formally apologise to the “bullied”; give the bully some responsibility to choose an appropriate apology action; thank or praise him/her for doing something right.
- If the bullying is repeated, separate the offending child from the group for “time out”.
- If the child continues to bully, make an appointment to speak to the parents/carer. Remind them of the policy and ask for their cooperation in stopping the child from bullying other children.
- If none of the sanctions succeed in stopping the child from being a bully he/she may be excluded – either from the playground or from school for a short period of time.

Staff will be responsible for implementing the program and ensuring that incidences of bullying are dealt with in a manner consistent with the policy and as soon as possible after it is reported or observed.

### **Evaluating the Program:**

We will evaluate the program by:

- Noting if there has been a reduction in reported or observed incidences of bullying.
- Noting if there has been a change in the ethos of our school.
- Speaking to parents who have reported incidences to find out if the problem has been resolved.

### **Review:**

We will review the program each year by:

- Reminding students and teachers of our policy.
- Including relevant newsletter items for parents.
- Revising the classroom activities on bullying.

### **Evaluation:**

This policy will be reviewed with whole staff, student, parent and community input as part of the school’s review cycle.

This policy was last ratified by School Council in....

**May 2016**

Ringwood Heights Primary School acknowledges Sue Berne’s policy provided in her book,  
Bullying – An Effective Anti-Bullying Program for Primary School