



Education &
Communities

Anti-bullying Plan

Canowindra High School





Bullying:

Preventing and Responding to Student Bullying in Schools Policy (2011)

The NSW Department of Education and Communities rejects all forms of bullying. No student, employee, parent, caregiver or community member should experience bullying within the learning or working environments of the Department.

Bullying

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. Cyber bullying refers to bullying through information and communication technologies.

Bullying can involve humiliation, domination, intimidation, victimisation and all forms of harassment including that based on sex, race, disability, homosexuality or transgender. 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 behaviour can be:

- **verbal** eg name calling, teasing, abuse, putdowns, sarcasm, insults, threats
- **physical** eg hitting, punching, kicking, scratching, tripping, spitting
- **social** eg ignoring, excluding, ostracising, alienating, making inappropriate gestures
- **psychological** eg spreading rumours, dirty looks, hiding or damaging possessions, malicious SMS and email messages, inappropriate use of camera phones.

The term “bullying” has a specific meaning. The school’s Anti-bullying Plan sets out **the processes for preventing and responding to student bullying**. The school has a range of policies and practices, including welfare and discipline policies that apply to student behaviour generally.

Schools exist in a society where incidents of bullying behaviour may occur. Preventing and responding to bullying behaviour in learning and working environments is a shared responsibility of all departmental staff, students, parents, caregivers and members of the wider school community.

School staff have a responsibility to:

- respect and support students
- model and promote appropriate behaviour
- have knowledge of school and departmental policies relating to bullying behaviour
- respond in a timely manner to incidents of bullying according to the school’s Anti-bullying Plan.

In addition, teachers have a responsibility to:

- provide curriculum and pedagogy that supports students to develop an understanding of bullying and its impact on individuals and the broader community.

Students have a responsibility to:

- behave appropriately, respecting individual differences and diversity
- behave as responsible digital citizens
- follow the school Anti-bullying Plan
- behave as responsible bystanders
- report incidents of bullying according to their school Anti-bullying Plan.

Parents and caregivers have a responsibility to:

- support their children to become responsible citizens and to develop responsible online behaviour
- be aware of the school Anti-bullying Plan and assist their children in understanding bullying behaviour
- support their children in developing positive responses to incidents of bullying consistent with the school Anti-bullying Plan
- report incidents of school related bullying behaviour to the school
- work collaboratively with the school to resolve incidents of bullying when they occur.

All members of the school community have a responsibility to:

- model and promote positive relationships that respect and accept individual differences and diversity within the school community
- support the school’s Anti-bullying Plan through words and actions
- work collaboratively with the school to resolve incidents of bullying when they occur.

Our School Anti-Bullying Plan

This plan outlines the processes for preventing and responding to student bullying in our school and reflects the *Bullying: Preventing and Responding to Student Bullying in Schools Policy* of the New South Wales Department of Education and Communities.

Statement of purpose

Canowindra High School is an inclusive, comprehensive high school, where students are given every opportunity to reach their full potential in a secure and supportive environment. **Canowindra High School says NO to bullying.** Bullying behaviour will be taken seriously and is not accepted in any form. All students deserve the opportunity to succeed in a safe and supporting environment. This Anti-bullying Plan has been developed collaboratively with staff, students and parents and outlines strategies that each party should follow in response to bullying behaviour.

Preventing and responding to bullying behaviour is a *shared responsibility* of all Canowindra High School staff, students, parents, caregivers and members of the wider school community. All members of the school community contribute to preventing bullying by modelling and promoting appropriate behaviour and respectful relationships.

This *Anti-bullying Plan* is based on the [Values in NSW Public Schools Policy 2004](#) and [Bullying: Preventing and Responding to Student Bullying in Schools Policy 2011](#) documents.

Protection

This Anti-bullying Plan applies to all student bullying behaviour, including cyberbullying, that occurs in NSW government schools and preschools, and off

school premises and outside of school hours where there is a clear and close relationship between the school and the conduct of the student. (2.2)

Definition:

The NSW Department of Education & Training defines bullying as:

“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.” (3.1)

Bullying behaviour can be:

- *verbal* : name calling, teasing, abuse, putdowns, sarcasm, insults, threats
- *physical* : hitting, punching, kicking, scratching, tripping, spitting
- *social* : ignoring, excluding, ostracising, alienating, making inappropriate gestures
- *psychological* : spreading rumours, dirty looks, hiding or damaging possessions
- *cyber*: malicious SMS or email messages, inappropriate use of camera phones, inappropriate use of social networking sites (e.g. Facebook, Snapchat etc) to cause distress, hurt or undue pressure.

Prevention

Canowindra High School has embarked on a series of programs and embedded processes to prevent a culture of bullying. Bullying is seen at our school as abnormal behavior and peer influence has a positive effect on this culture.

Anti-Bullying programs include:

- Staging a number of events during the year to keep a focus on anti-bullying. Events include ‘Bullying No Way’ assemblies run by the SRC and ‘Iron + Clay’ visits dealing with anti-bullying and self-esteem.
- Police Liaison Officer visits to speak to Year groups.
- Year meetings to reinforce the Respect, Responsibility and Resilience message embedded in school plan and ethos.

- Communication to parents through school newsletters on prevention and responding to bullying.
- Identify Year groups and individuals involved in bullying through EBS4 and TTFM data. Be proactive in responding and designing anti-bullying strategies in the given context.

Early Intervention

Early intervention starts with early identification through our data gathering systems such as:- EBS4, Tell Them From Me data, Teacher, Year Advisor and LST interventions.

Students will be identified as being:

- at risk of developing long-term difficulties with social relationships
- identified as having previously experienced bullying at enrolment
- engaged in, been affected by or have witnessed bullying behavior

Response

School responsibilities:

- Report bullying ASAP
- Respond to incidents of bullying quickly and effectively
- Model and promote appropriate behaviour
- Provide professional learning to all staff in relation to anti-bullying processes and record keeping requirements
- Develop and implement programs for bullying prevention
- Embed anti-bullying messages into each curriculum area in every year
- Provide early intervention support for students who are bullied
- Monitor and evaluate the effectiveness of this Anti-bullying Plan, reporting annually to the school community
- Review this Anti-bullying Plan with the school community at least every three years

- Fulfill reporting requirements with School Safety and Response Unit, Work Health and Safety Directorate, NSW Police, Family and Community Services and Child Wellbeing unit.
- Be aware of legal obligations such as procedural fairness, discrimination legislation and child protection law. If unsure seek legal advice from Legal Services Directorate

Staff responsibilities:

- Report bullying ASAP
- Know your students. Any change in behavior or disposition, investigate
- Model appropriate behavior at all times
- Record incidents of bullying and action taken
- Teach students skills and strategies through PD/H/PE curriculum, Year meetings, anti-bullying events and day to day contact
- Ensure students are supervised at all times
- Create a culture of Respect, Responsibility and Resilience where reporting of incidents of bullying is encouraged

Parent responsibilities:

- Report bullying ASAP
- Support the development in their children to have a strong individual identity and self-confidence
- Build resilience in their children through listening, discussion and by modelling resilience
- Support their children to become responsible citizens and to develop responsible on-line behaviour
- Seek advice and help from support agencies
- Model and promote appropriate behaviour
- Teach their children to be active bystanders
- Talk to children regarding strategies to manage bullying
- Work in partnership with CHS

Student responsibilities:

- Report bullying ASAP
- Take responsibility in looking after each other

- Guard contact information. Only immediate friends and family should have these.
- Take a stand against bullying. Be assertive
- Behave appropriately, respecting individual differences and diversity
- Behave as responsible digital citizens
- Be an active bystander and discourage bullying
- Be an active bystander and offer support to students being bullied and assist them in seeking help
- Abide by the Device Usage Agreement conditions

Abide by NSW DET Core Rules and follow the school's Anti-bullying Plan

Procedures

Procedures to prevent incidents of bullying will include:

- Positive reinforcement of improved behaviour through Student Recognition Policy
- Listen and support students reporting bullying
- Use CHS Anti-bullying Flowchart
- Student/parent interview and contact
- Provide parent information and support pack
- Mediation through trained mediators/school counselor
- Utilise Peer Support/Peer Mediation/Student Mentors
- Staff Mentors
- Outside agency involvement (Headspace, Child Wellbeing Unit,)
- Police notified in serious and ongoing bullying

Procedures to support victims of bullying will include:

- Interview student
- Contact parents
 - inform them of situation
 - provide information and support pack
 - ongoing communication regarding school actions
- Peer mentoring program
- Student Mentors

- Provide opportunity for training/development of:
 - assertive behavior
 - self-confidence
 - building resilience
- Outside agency involvement - Paediatrician, School Counsellor, Headspace, Child Wellbeing

Procedures for dealing with incidents of bullying:

- Refer to the [Canowindra High School Behaviour Management Policy](#) for consequences and strategies.

Procedures for handling serious incidents of bullying or prolonged harassment:

- The [Mandatory Reporter Guide](#) will be applied by the school to determine whether a case meets the risk of significant harm threshold for reporting children and young people at risk of bullying, harassment or physical and mental harm.
- In case of staff making allegations of bullying and harassment in the workplace. This will be dealt with in line with the Complaint Handling Policy Guidelines (<http://www.dec.nsw.gov.au/detresources/about-us/how-we-operate/how-we-handle-complaints/printabledocs/printguidelines.pdf>)
- All incidents involving assaults, threats, intimidation or harassment may be referred to the police. It should be communicated to all stakeholders, it is a legal right to seek Police help and advice in these situations.

Data Response

The school will use several sources to identify patterns of bullying and to test the effectiveness of our program. These sources include teacher and student referrals, Year Advisor input, EBS4 entries and Tell Them From Me Survey data. Outbreaks of bullying are often Year related and good communication systems in the school can be effective in monitoring and addressing these issues early.

Communication

Policy created 2011 Team: Principal, Deputy Principal, School Executive representatives, Teaching representatives, Parents and Citizens representatives, School Representative Council members.

Re-launched: 2013 by SRC including Back Off Bully (BOB) strategy

Reviewed: 2016 presented to staff, SRC, P+C. Communicated to parents by newsletter and placed on school website.

Policy next review: 2019

Additional Information

Important contact information:

- Canowindra High School Counsellor 02 6344 1305
- Police Liason Officer, Belinda Bostock 0437 884494
Bost1bel@police.nsw.gov.au
- Kids Helpline 1800 55 1800
- Child Wellbeing Unit 02 9269 9400
- Headspace Cowra 02 6342 6186
- 24 hr. Mental Health Hotline 1800 011 511
- Youth Care Link 02 6360 8000
- Child and Adolescent Mental Health 02 6341 2386 Cowra
- Child and Adolescent Mental Health 02 6369 7320 Orange
- Canowindra Health Centre 02 6344 1314

Important Websites:

- Youth Beyond Blue www.youthbeyondblue.com
- Bullying NO WAY www.bullyingnoway.com.au
- Kids helpline www.kidshelp.com.au
- Reachout www.reachout.com.au
- budd:e cybersecurity package
budd-e.staysmartonline.gov.au/secondary/main.php

Attached:

- [Anti-bullying Flowchart](#)

Principal's comment

Canowindra High School prides itself on the inclusive, transparent and consistent approach to ensuring the safety and wellbeing of our students. We utilise every opportunity to build stronger partnerships amongst students, parents, staff and our wider community in an environment free from violence, harassment and bullying.

It is our commitment to support every student by promoting their right to be respected, encouraged and to pursue their dreams in a tolerant and encouraging environment.

School contact information

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