



BULLYING PREVENTION POLICY

PURPOSE

Sandringham East Primary School is committed to providing a safe and respectful learning environment where bullying will not be tolerated.

The purpose of this policy is to:

- explain the definition of bullying so that there is shared understanding amongst all members of the Sandringham East Primary School community
- make clear that no form of bullying at Sandringham East Primary School will be tolerated
- outline the strategies and programs in place at Sandringham East Primary School to build a positive school culture
- ensure that all reported incidents of bullying are appropriately investigated and addressed
- ensure that support is provided to students who may be affected by bullying behaviour (including targets, bystanders and students engaging in bullying behaviour)
- ask that everyone in our school community be alert to signs and evidence of bullying behaviour, and accept responsibility for behaviour and reporting
- seek parental and peer group support in addressing and preventing bullying behaviour at Sandringham East Primary School.

When responding to bullying behaviour, Sandringham East Primary School aims to:

- be proportionate, consistent and responsive
- find a constructive solution for everyone
- stop the behaviours and actions from happening again
- restore the relationships between the students involved.

Sandringham East Primary School acknowledges that school staff owe a duty of care to students to take reasonable steps to reduce the risk of reasonably foreseeable harm, which can include harm that may be caused by bullying behaviour.

SCOPE

This policy addresses how Sandringham East Primary School aims to prevent, address and respond to student bullying behaviour. Sandringham East Primary School recognises that there are many other types of inappropriate student behaviours that do not meet the definition of bullying which are also unacceptable at our school. These other inappropriate behaviours will be managed in accordance with our School Vision and Values, Student Engagement Plan, Student Engagement and Wellbeing Policy, Inclusion and Diversity Policy, and Behaviour Management Policy.

This policy applies to all school activities both onsite and offsite, including camps and excursions.

POLICY DEFINITIONS

Bullying

In 2018 the Education Council of the Council of Australian Governments endorsed the following definition of bullying for use by all Australian schools:

Bullying is an ongoing and deliberate misuse of power in relationships through repeated verbal, physical and/or social behaviour that intends to cause physical, social and/or psychological harm. It can involve an individual or a group misusing their power, or perceived power, over one or more persons who feel unable to stop it from happening.

Bullying can happen in person or online, via various digital platforms and devices and it can be obvious (overt) or hidden (covert). Bullying behaviour is repeated, or has the potential to be repeated, over time (for example, through sharing of digital records).

Bullying of any form or for any reason can have immediate, medium and long-term effects on those involved, including bystanders. Single incidents and conflict or fights between equals, whether in person or online, are not defined as bullying.

Bullying has three main features:

- It involves a misuse of power in a relationship,
- It is ongoing and repeated, and
- It involves behaviours that can cause harm.

Bullying can be:

1. *direct* physical bullying – e.g. hitting, tripping, and pushing or damaging property.
2. *direct* verbal bullying – e.g. name calling, insults, homophobic or racist remarks, verbal abuse.
3. *indirect* bullying – e.g. spreading rumours, playing nasty jokes to embarrass and humiliate, mimicking, encouraging others to socially exclude a person and/or damaging a person's social reputation or social acceptance.

Cyberbullying is direct or indirect bullying behaviours using digital technology. For example via a mobile device, computers, chat rooms, email, social media, etc. It can be verbal, written and include images, video and/or audio.

Other distressing and inappropriate behaviours

Many distressing and inappropriate behaviours may not constitute bullying even though they are unpleasant. Students who are involved in or who witness any distressing and inappropriate behaviours should report their concerns to school staff for investigation and response consistent with the particular reported behaviour.

Mutual conflict involves an argument or disagreement between people with no imbalance of power. In incidents of mutual conflict, generally, both parties are upset and usually both want a resolution to the issue. Unresolved mutual conflict can develop into bullying if one of the parties targets the other repeatedly in retaliation.

Social rejection or dislike is not bullying unless it involves deliberate and repeated attempts to cause distress, exclude or create dislike by others.

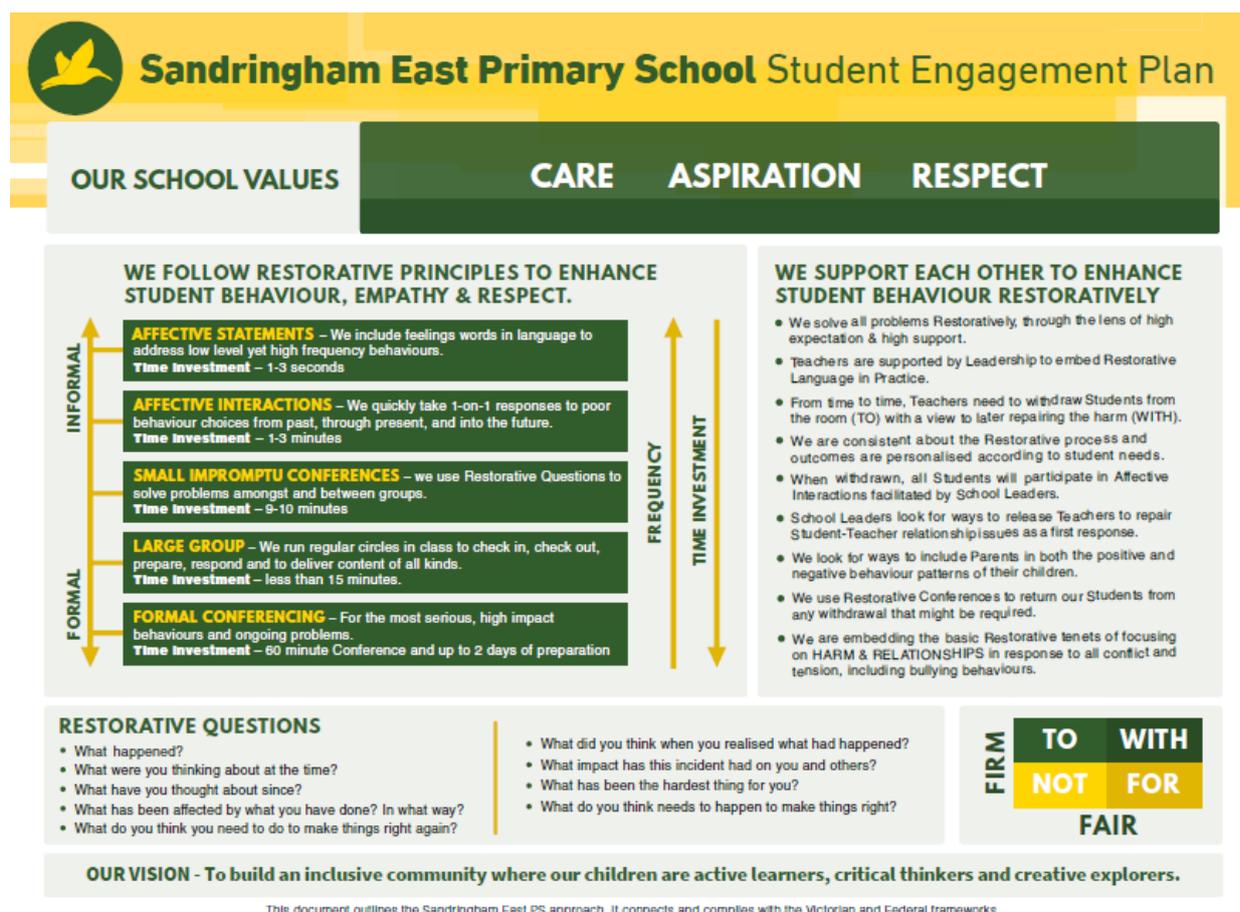
Single-episode acts of nastiness or physical aggression are not the same as bullying. However, single episodes of nastiness or physical aggression are not acceptable behaviours at our school and may have serious consequences for students engaging in this behaviour. Sandringham East Primary School will use its Student Wellbeing and Engagement Policy and Student Engagement Plan, which align with the principles of Restorative Practices, to guide a response to single episodes of nastiness or physical aggression.

Harassment is language or actions that are demeaning, offensive or intimidating to a person. It can take many forms, including sexual harassment and disability harassment. Harassment of any kind will not be tolerated at Sandringham East Primary School and may have serious consequences for students engaging in this behaviour. Sandringham East Primary School will use its Student Wellbeing and

Engagement Policy to guide a response to students demonstrating harassing behaviour, unless the behaviour also constitutes bullying, in which case the behaviour will be managed in accordance with this Bullying Prevention Policy.

BULLYING PREVENTION

Sandringham East Primary School has a number of programs and strategies in place to build a positive and inclusive school culture. We strive to foster a school culture that prevents bullying behaviour by modelling and encouraging behaviour that demonstrates inclusion, acceptance, care and respect. We are proactive in building this culture through the Student Engagement Plan (see below) which has been devised in consultation with Real Schools based upon the principles of Restorative Practices.



Bullying prevention at Sandringham East Primary School is supported by research that indicates that a whole school, multifaceted approach is the most effect way to prevent and address bullying. At our school we actively work to ensure that:

- We follow restorative principles to enhance student behaviour, empathy and respect.
- We have a positive school environment that provides safety, security and support for students and promotes positive relationships and wellbeing.
- We strive to build strong partnerships between the school, families and the broader community that means all members work together to ensure the safety of students.
- We implement the Resilience, Rights and Respectful Relationships (RRRR) program at every year level.
- We use the language and resources of the Play Is The Way approach at every year level.
- Teachers are encouraged to incorporate classroom management strategies that discourage bullying and promote positive behaviour.

- A range of year level incursions and programs are planned for each year to raise awareness about bullying and its impacts.
- In the classroom, our social and emotional learning curriculum teaches students what constitutes bullying and how to respond to bullying behaviour assertively. This promotes resilience, assertiveness, conflict resolution and problem solving.
- The Peer Mediation program encourages positive relationships between students in different year levels, particularly in the yard. We seek to empower students to be confident communicators and to resolve conflict in a non-aggressive and constructive way.
- Staff members support students when required in conflict resolution, including in the yard in line with our Yard Duty Policy.
- Students are encouraged to look out for each other and to talk to teachers and older peers about any bullying they have experienced or witnessed.
- We participate in the National Day of Action against Bullying and Violence.
- Our Upstanders program implements strategies at our school following the senior students Upstanders team's participation at networking events with local schools.

INCIDENT RESPONSE

Reporting concerns to Sandringham East Primary School

Bullying complaints will be taken seriously and responded to sensitively at our school.

Students who may be experiencing bullying behaviour, or students who have witnessed bullying behaviour, are encouraged to report their concerns to school staff as soon as possible.

Our ability to effectively reduce and eliminate bullying behaviour is greatly affected by students and/or parents and carers reporting concerning behaviour as soon as possible, so that the responses implemented by Sandringham East Primary School are timely and appropriate in the circumstances.

We encourage students to speak to their class teacher or a familiar trusted staff member which includes other teachers, wellbeing staff or Principal class member.

Parents or carers who develop concerns that their child is involved in, or has witnessed bullying behaviour at Sandringham East Primary School should first contact their child's teacher or a Principal class member.

Investigations

When notified of alleged bullying behaviour, school staff are required to:

1. Keep a detailed written record of the details of the allegations; and
2. Inform their year level leader and a Principal class member

The school leadership, including the year level leader or a Principal class member, will investigate allegations of bullying in a timely and sensitive manner. To appropriately investigate an allegation of bullying, the relevant staff member/s may:

- speak to the those involved in the allegations, including the target/s, the students allegedly engaging in bullying behaviour/s and any witnesses to the incidents
- speak to the parents of the students involved
- speak to the teachers of the students involved
- take detailed notes of all discussions for future reference
- obtain written statements from all or any of the above.

All communications had in the course of investigating an allegation of bullying will be managed sensitively. Investigations will be completed as quickly as possible to allow for the behaviours to be addressed in a timely manner.

The objective of completing a thorough investigation into the circumstances of alleged bullying behaviour is to determine the nature of the conduct and the students involved. A thorough understanding of the alleged bullying will inform staff about how to most effectively implement an appropriate response to that behaviour.

Serious bullying, including serious cyberbullying, is a criminal offence and may be referred to Victoria Police. For more information, see: [Brodie's Law](#).

Responses to bullying behaviours

When the school leadership has sufficient information to understand the circumstances of the alleged bullying and the students involved, a number of strategies may be implemented to address the behaviour and support affected students.

There are a number of factors that will be considered when determining the most appropriate response to the behaviour. When making a decision about how to respond to bullying behaviour, Sandringham East Primary School will consider:

- the age, development and maturity of the students involved
- the severity and frequency of the bullying, and the impact it has had on the target student
- whether the student/s engaging in bullying behaviour have displayed similar behaviour before
- whether the bullying took place in a group or one-to-one context
- whether the student/s engaging in bullying behaviour demonstrates insight or remorse for their behaviour
- the alleged motive of the behaviour, including any element of provocation.

School leadership may implement all, or some of the following responses to bullying behaviours:

- Offer counselling support to the target student or students, including referral to the school counsellor or psychologist, or a relevant external provider.
- Offer counselling support to the students engaging in bullying behaviour, including referral to the school counsellor or psychologist, or a relevant external provider.
- Offer counselling support to affected students, including witnesses and/or friends of the target student, including referral to the school counsellor or psychologist, or a relevant external provider.
- Facilitate a Restorative Practice meeting with all or some of the students involved. The objective of restorative practice is to repair relationships that have been damaged by bringing about a sense of remorse and restorative action on the part of the person who has bullied someone and forgiveness by the person who has been bullied.
- Facilitate mediation between some or all of the students involved to help to encourage students to take responsibility for their behaviour and explore underlying reasons for conflict or grievance. Mediation is only suitable if all students are involved voluntarily and demonstrate a willingness to engage in the mediation process.
- Facilitate a Student Support Group meeting involving parents, and/or develop a Behaviour Support Plan for affected students.
- Prepare a Safety Plan or Individual Management Plan restricting contact between target and students engaging in bullying behaviour.
- Provide discussion and/or mentoring for different social and emotional learning competencies of the students involved, including through the Peer Mediation program, buddies or Upstanders, as well as explicit education aligned with Restorative Practices, Play Is The Way and the Resilience, Rights and Respectful Relationships (RRRR) program.

- Monitor the behaviour of the students involved for an appropriate time and take follow up action if necessary.
- Implement targeted strategies to reinforce positive behaviours for the future, such as through Restorative Practices, Play Is The Way and the Resilience, Rights and Respectful Relationships (RRRR) program.
- Implement disciplinary consequences for the students engaging in bullying behaviour, which may include removal of privileges, detention, suspension and/or expulsion consistent with our Student Wellbeing and Engagement policy, the Ministerial Order on Suspensions and Expulsions and any other relevant Department policy.

Sandringham East Primary School understands the importance of monitoring and following up on the progress of students who have been involved in or affected by bullying behaviour. Where appropriate, school staff will also endeavour to provide parents and carers with updates on the management of bullying incidents.

The Assistant Principal/s is/are responsible for maintaining up to date records of the investigation of and responses to bullying behaviour.

FURTHER INFORMATION AND RESOURCES

This policy should be read in conjunction with the following school policies:

- Statement of Values and Values
- Student Wellbeing and Engagement Policy
- Duty of Care Policy
- Inclusion and Diversity Policy
- Student Engagement Plan
- Behaviour Management Policy

The following websites and resources provide useful information on prevention and responding to bullying, as well as supporting students who have been the target of bullying behaviours:

- [Bully Stoppers](#)
- [Kids Helpline](#)
- [Lifeline](#)
- [Bullying. No way!](#)
- [Brodie's Law.](#)
- [Student Wellbeing Hub](#)
- [Office of the eSafety Commissioner](#)
- [Australian Student Wellbeing Framework](#)
- Real Schools - <https://www.realschools.com.au/>
- Play Is The Way - <https://playistheway.com.au/>
- Resilience, Rights and Respectful Relationships - <https://www.education.vic.gov.au/about/programs/Pages/respectfulrelationships.aspx>

EVALUATION AND REVIEW

This policy will be reviewed on an **2 year basis**, and was last updated in **October 2020**.