AIM:
At Mackillop we aim to ensure a safe and happy learning environment for all members of the school community. We all share a responsibility to foster, promote and restore right relationships. We recognise that bullying does occur and we work to promote a culture which rejects bullying and provides support to any members of the school community who are bullied. The aim of this policy is to empower the whole school community and respond appropriately to bullying and harassment and contribute to the general health and well-being of all students.

DEFINITION OF BULLYING
Bullying involves a person being hurt, distressed, pressured or victimised by repeated intentional attacks by another individual or group. Bullies abuse less powerful individuals by intimidation and/or harassment. Bullying may involve physical, verbal/textual, psychological or social behaviour. For example:

- **Physical**: hitting, punching, pushing, biting, scratching, tripping, pinching, spitting on others etc
- **Verbal/Textual**: name calling, teasing, putdowns, sarcasm, passing notes, writing on desks, SMS, email, chat rooms, website, using offensive names, ridiculing, spreading rumours
- **Social/Psychological**: ignoring, excluding, stalking, mimicking, spreading rumours, defaming, dirty looks, intimidation, gestures, extortion, stealing, hiding or breaking possessions
- **Property**: stealing, hiding, damaging or destroying property etc
- **Extortion**: threatening to take someone's possessions, food or money etc
- **Sexual bullying**: unwanted touching or brushing against someone, picking on someone because of their sexual orientation
- **Cyber bullying**: any form of bullying which is carried out through electronic means such as mobile phones, email, chat room, social networking, ‘sms’, web page etc

RIGHTS AND RESPONSIBILITIES
This anti-bullying policy has been developed in collaboration with teachers, students and parents/caregivers.

Members of the school community have the **right** to:

- Be safe at school, free from fear of bullying, harassment and intimidation
- Know their concerns will be responded to
- Be provided with appropriate support

Members of the school community have the **responsibility** to:

- Refrain from engaging in bullying behaviours
- Report bullying of self and/or others
- Assist in implementing the school’s anti-bullying policy

MACKILLOP CATHOLIC COLLEGE SHARED RESPONSIBILITIES-
SCHOOL RESPONSIBILITIES

- Provide access to the anti-bullying policy and school code of conduct to all members of the school community via school internet, website, hard copies (available on request)
• Involve staff, parents and external support agencies in developing and revising consistent procedures across the school for responding to and documenting bullying
• Clarifying roles of student support staff including student Year coordinators, KLA’s, Well Being Coordinator and School counsellor.
• Program specific activities in classes, across grades and the whole school community which promote values with anti-bullying
• Provide support and guidance to targets of bullying
• Provide intervention with individuals who bully others
• Respond to complaints or suggestions about procedures for specific handling of matters according to CSO complaint procedures.

TEACHER RESPONSIBILITIES
• Model anti-bullying attitudes and behaviour
• Encourage the teaching of tolerance, respect and valuing of differences and diversity through Key Learning Areas
• Listen to and respond to reports of bullying. Provide support and refer to as needed
• Implement the school code of conduct and anti-bullying policy

PARENT RESPONSIBILITIES
• Support the values of tolerance respect in the home
• Encourage children to exercise these values in all contexts including school
• Report bullying and encourage their child to do so
• Provide support and encourage their child to seek help
• Work with the school to resolve bullying issues

STUDENT RESPONSIBILITIES
• Show respect for all the members of the school community
• Speak out against bullying and report it when they see it. Report if you are bullied
• Support students who are bullied
• Support the Student representative council to assist with anti-bullying suggestions

AT MACKILLOP CATHOLIC COLLEGE WE ADOPT THE FOLLOWING STRATEGIES TO PREVENT BULLYING:

Explicit teaching of positive behaviours embedded within the curriculum addressing positive relationships, conflict resolution, resilience, bystander action etc
• List specific programs such as Friendly Schools and Families, Bounce Back etc
• Include scope and sequence

Regularly recognising and acknowledging students who demonstrate appropriate behaviours that promote and restore right relationships
• List specific processes in place for example rewards, citizenship, student of the week, Principal’s awards, Playground buddies, etc

Vigilant classroom, playground and transition supervision
• Collection and review of bullying data- bullying surveys
• Teachers are to actively supervise children at all times. Teachers should note supervisory duties for the day and turn up promptly to duty. Teachers are asked to be aware of playground ‘hotspots’ – toilets, stair tower, canteen area and amphitheatre and visit these areas regularly throughout their supervision duty.
School based supports such as ‘playground friends’, ‘playground buddies’ etc

Provision of safe and structured playground spaces and activities at break times

Include proactive strategies in place that encourage student activity during break times

HOW DO WE RESPOND TO BULLYING AT MACKILLOP CATHOLIC COLLEGE?

Bullying is viewed as a major breach of the school rules and behavioural expectations and therefore follow up action will align with our School’s Behaviour Management and Student Discipline Policy.

Any reports of bullying will be investigated and appropriate action will be taken promptly. The response to bullying will include:

1. guidance and other support for the recipient of the bullying (eg re-skilling and re-teaching of strategies, resilience and social skills, counselling, conflict management skills, social networking etc)

2. guidance and support for ‘bystanders’, ‘supporters’ and witnesses of the bullying (eg intervention strategies etc)

3. age appropriate and consistent sanctions for the student who bullied (eg consistent with School Behaviour Management Policy)

4. interventions and support for the student who bullied included in a Behaviour Support Plan (eg specific interventions developed to reduce the bullying behaviour, teaching of replacement behaviours, reinforcing etc)

5. where appropriate informing parents as stated in the policy and involving them in any action and follow up

PROCEDURES FOR INVESTIGATING BULLYING AND FOLLOW UP

Discerning appropriate responses to bullying, school leaders need to balance the collective welfare of the school community with the individual needs of the student.

****Note: These are CSO recommended guidelines****

Recommended resource for interviewing and follow up of Bullying incidents - “The Method of Shared Concern” Dr Anatol Pikas, Sweden, Readymade Productions.

- Preliminary interview(s) will be conducted to ascertain the specific nature of the bullying. These interviews should be with individuals initially (ie student being bullied, students witnessing bullying, student engaging in bullying behaviour, staff etc)

- The initial interviews should focus on the safety of individuals. This should include:
  - a clear statement on the consequences if the bullying continues or if there are any reprisals as a result of the reporting of the incident
  - immediate preventative actions that will be implemented to avoid further incidents.

- Decisions will be made as to the level of severity of the incident and whether the parents of those involved need to be informed.

- Follow up interviews should focus on appropriate strategies to assist and support all involved within a Behaviour Support Plan. This Plan will specifically identify the inappropriate behaviours, name the replacement behaviours, outline strategies to support the replacement behaviours and reinforcing (both negative and positive) when behaviours occur.

- A record of the separate interviews should be kept.

- Regular monitoring and follow up with the students involved is necessary. (for example daily, prior to and after break times etc)
• Review of the Behaviour Support Plan will take place to modify strategies and supports.

• Any further recurrence of bullying may result in an issue of warning re suspension and could lead to the implementation of suspension procedures and, if necessary, removal of the student from the school through:
  - Suspension pending negotiated transfer,
  - Negotiated transfer or
  - Expulsion

PARTICIPATION & CONSULTATION PROCESS FOR ANTI BULLYING POLICY
• Awareness raising programmes (Curriculum & parent information evenings)
• Survey/questionnaires distributed to pupils, parents and whole school staff.
• Obtaining the views of elected student representatives e.g. SRC, School’s council or pastoral classes
• Seeking the views of parents at information evenings.
• Monitoring evaluation and review.

Date of Policy completion       May 2012
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Signature_____________________________________________

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