



Swan Reach AREA SCHOOL

PO Box 31 • Swan Reach SA 5354
Phone (08) 8570 2053 • Fax (08) 8570 2325
www.swanrchas.sa.edu.au • Email: dl.0423.info@schools.sa.edu.au



Bullying and Harassment Policy & Procedure

Reviewed August 2014, To Be Reviewed 2019

At Swan Reach Area School people work together with the wider community to develop all students as successful, resilient, life-long learners, with respect for themselves, others and the environment. In order for this to occur the school community must be: safe, inclusive, conducive to learning, free from harassment and bullying.

Bullying and harassment are not acceptable in our school or in legislation; they are against the law!

SRAS includes programs within the curriculum that focus on respectful relationships and tolerance through the Home Group system. All members of school communities should be motivated, supported and involved to constructively help stop bullying behaviour. The role of the bystander is emphasised at SRAS by building the responsibility and capacity of everyone in the school community (students, staff and parents) to respond to bullying behaviour. This is done by not remaining silent, by 'sticking up' for others, and by challenging prejudice and 'put-down' attitudes.

Staff, students and families at SRAS work in partnership to acknowledge responsible, positive behaviour on a whole school, classroom, and/or individual basis. This may include: stickers, stamps, certificates, verbal encouragement, smiles, handshakes, acknowledgment in class and school newsletters, recognition at assemblies, negotiated choice of activities, and recognition from other staff members, students and parents.

At Swan Reach Area School behaviour management strategies will be implemented in a way which attempts to assist students to accept responsibility for their own behavioural decisions using the Restorative Practices model. In essence this means that relationships that have been disturbed by wrongdoing or conflict can be healed by a respectful process within a collaborative community. In this process a wrongdoer is held accountable and given an opportunity to reflect on and repair the breakdown in the relationship. Accountability for behaviour is complemented by care and support for all parties.

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. SRAS is able to utilise disciplinary procedures for out of hours activities (e.g. cyber bullying) that impact directly on the wellbeing or safety of a student or staff member.

Single incidents between peers are not defined as bullying.

Bullying of any form or for any reason can have long-term effects on those involved including bystanders.

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.

What can bullying and harassment look like?

SEXUAL	RACIST	CYBER	BULLYING
<ul style="list-style-type: none"> • Unwanted touching or deliberate brushing against someone • Calling rude names, ridiculing, leering, wolf whistling or making sexual comments • Commenting on the size or shape of people's body • Pestering someone to go out with them or persistently making unwelcome requests for sexual favours • Telling offensive jokes or making suggestive comments or rude gestures 	<ul style="list-style-type: none"> • Put-down remarks about physical appearance or your culture • Making fun of accents • Making racist jokes or writing racist graffiti • Racially derogatory language and paraphernalia 	<ul style="list-style-type: none"> • Using E-technology as a means of victimising others (eg email, social network sites, and voice or text messages) • Posting another person's personal details or photographs on line without consent • Spreading rumours, calling people names on line or via phone, prank phone calls • Setting up someone for ridicule or harassment by others • The taking of or passing on of video or photographic images of another person • Vandalising images and walls on social networking sites 	<ul style="list-style-type: none"> • Calling names, teasing, or putting you down • Threatening • Getting together in a group to frighten someone • Hiding or destroying property • Hitting, punching or pushing • Writing rude or unpleasant notes about • Annoying someone (and parents/caregivers) by making nasty phone calls • Demanding money or possessions • Deliberate exclusion from group • Staring, glaring or stalking • Stealing, damaging or hiding other's belongings

What are the impacts of bullying?

- Not wanting to come to school
- Anxious, fearful or over-reactive
- Low self esteem and makes negative comments about him/herself
- Lower interest and performance in school
- Injuries, bruising, broken things
- Unhappy, irritable or little interest
- Trouble sleeping, nightmares, bedwetting
- Expresses threats to hurt self or others
- Headaches and stomach ache

How can you help?

As Parents You Can:

- Be aware of signs of distress in your child.
- Assist your child to discuss the problem with a teacher.
- Discourage any planned retaliation, either physical or verbal, by discussing positive strategies they can use.
- Be positive about your child's qualities and encourage your child to be tolerant and caring.
- Alert the school to issues, potential or real.
- Access the policy via the school website.
- Annually acknowledge and agree to the school's Code of Conduct. This will be done at the beginning of the year during enrolment.

As Staff We Will:

- Adopt positive classroom management strategies and incorporate anti-bullying messages in the curriculum.
- Provide positive role models for students.
- Actively counteract bullying behaviour.
- Respond to any reported incident of bullying and monitor post-event behaviours.
- Be obviously present during recess and lunchtimes when we are on duty, as a deterrent to possible incidents of bullying.
- Ensure that parents and students annually acknowledge and agree to the school's Code of Conduct. This will be done at the beginning of the year during enrolment.

- Review the policy annually through consultation with the staff group, Governing Council and the student body through the SRC consistent with the 'National Safe Schools Framework Element 3: Policies and Procedures: Characteristics 3.1: Whole School, collaboratively developed policies, plans and structures for supporting safety and wellbeing'.
- Provide parents with information about school policies via the school's website, newsletter and at information sessions.
- Undertake the school induction process and within the first 5 years of the entering DECD schools undertake the 'Your classroom: Safe, Orderly and Productive'. They may also undertake 'Non-violent interventions'.
- Provide the community with data each semester relating to bullying through the Governing Council and newsletter.
- Conduct a Bullying Survey each year to assist in the identification of the bullying and bullied students in our school and analyse and respond to the results.

Grievances

Swan Reach Area School recognises the right of school community members, parents, students and staff to have their grievances addressed. The procedure to be followed in addressing a grievance, in the first instance, is to approach the person with whom you have the grievance.

❖ For Students This Means :

Arrange a time with the teacher to discuss your grievance/ problem.

Determine how you will resolve the problem;

- conflict resolution
- advocate resolution
- personal resolution

If the grievance is not resolved let the teacher know and determine whom else you will need to involve to resolve the problem. eg. Principal / Coordinator / Teacher - arrange a time to speak to them.

❖ For Parents This Means :

Raise the Concern – the school should always be the first point of contact. Let the school know what you consider to be unjust or unfair. If the grievance is not resolved let the teacher know you will be speaking to someone else - arrange a time to speak to someone eg. leadership team.

Contact Parent Complaint Unit: website: www.decd.sa.gov.au/parentcomplaint or phone: 1800 677 435.

❖ For Staff This Means :

Arrange to speak to the person concerned.

If the grievance is not addressed speak to the line manager of the person involved.

If the grievance has still not been resolved speak to someone in the leadership team with the support of your line manager.

If you are still dissatisfied approach the Educational Director who will try to assist you to resolve the situation.

Further Information:

www.safeschools.deewr.gov.au

www.decd.sa.gov.au/parentcomplaint

www.bullyingnoway.gov.au

www.decd.sa.gov.au/learnerwellbeing



BULLYING & HARASSMENT PROTOCOL FLOWCHART

