



## West Byford Primary School

### Anti Bullying Policy

At West Byford Primary School, students are encouraged to be considerate, courteous, responsible and respectful. In accepting that each person is unique, staff and students do not tolerate bullying in any form.

This policy seeks to provide guidelines to address the problems of bullying and teasing. As a '*Friendly School*' West Byford Primary School actively builds a respectful, welcoming and caring school environment.

There are two components to effective anti bullying practice; preventing bullying incidents and responding to them. The most effective interventions are sustained over the long-term, developed with staff, students and parents as partners, monitored and evaluated as circumstances change, and supported by a school ethos that inhibits bullying and promotes empathy and respect for diversity.

#### Guidelines

- West Byford Primary School is committed to providing a safe environment for its students, staff and parents as defined in the National Safe Schools Framework.
- Bullying in any form will not be tolerated.

#### Definition

*'Bullying is a repeated behaviour; that may be physical, verbal, and/or psychological; where there is intent to cause fear, distress, or harm to another; that is conducted by a more powerful individual or group of individual'* (Friendly Schools Plus, 2012)

**Bullying is NOT one-off incidents of name calling, exclusion, physical harm, etc.**

## Responsibilities

### Do

- Be accessible to all students.
- Listen to students, giving them a chance to explain.
- Treat each report or incident seriously, utilising the West Byford Primary School Behaviour Management Policy.
- Remain calm, positive and confident-reacting emotionally may add to the bully's fun and control of the situation.
- Congratulate students for reporting incidents.
- Acknowledge their feelings of hurt, anger, fear or sadness.
- Reassure them that something can and will be done to help.
- Ask questions to get details of an incident.
- Attack the problem, not the person.
- Be supportive of students at all times.
- Respect the rights of students, staff and parents.
- Follow up reported incidents.
- Keep records of all incidents and what action was taken.

### Don't

- Ignore student's complaints or problems.
- Dismiss students as attention seeking.
- Expect students to "sort it out".
- Overreact to incidents.
- Ask "Why?" types of questions or attempt to assign guilt or blame.
- Play favourites.
- Label the student/parents.
- Make references to other family members.
- Give mixed messages by failing to follow the West Byford Primary School Behaviour Management Policy.

Record keeping is critical in the management of student behaviour and SIS is vital to this process. All teachers have a responsibility to inform Administration of incidences of bullying using the 'minor' and 'major' recording slips and the classroom behaviour chart.

### Cyber Bullying

The incidence of electronic bullying is ever increasing as students have greater access to mobile phones and the internet. Students are not allowed to access social networking sites such as Facebook at school. Should an incident of bullying involving an electronic medium occur at school then the school will deal with the issue by following the Behaviour Management Policy.

The school cannot be responsible for acts of bullying that occur outside the school. This includes physical as well as electronic forms of bullying. However, the school recognises that bullying can affect the academic progress and the emotional well being of a student.