Anti-Bullying Policy – Students

Relevant Legislation	*Work Health and Safety Act 2012* *Fair Work Act 2009*
Commencement Date	April 2018
Review Date	October 2018

1. Purpose

The Hutchins School is committed to providing a safe and healthy learning environment in which all students are treated in line with our mission, vision and values (kindness, integrity, compassion, humility, courage). Bullying is a risk to health and safety of our learning environment.

2. Scope

This policy applies to all students at The Hutchins School and includes students that may visit or attend classes/activities from other schools.

3. Objectives

The Hutchins School is committed to a safe school and aims to ensure, so far as it reasonably can, that students are not subjected to any form of bullying while at school.

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4. Definitions

Bullying	Bullying is the repeated behaviour of causing fear, distress or harm towards another person that involves an imbalance of power. It can involve humiliation, domination, intimidation, victimisation and harassment. In any bullying incident there are likely to be three parties involved: the bully, the person being bullied, and bystanders. Bullying can take many forms including: • **Physical bullying** which involves physical actions such as hitting, pushing, obstructing or being used to hurt or intimidate someone. Damaging, stealing or hiding personal belongings is also a form of physical bullying. • **Psychological bullying** is when words or actions are used to cause psychological harm. Examples of psychological bullying include name calling, teasing or making fun of someone because of their actions, appearance, physical characteristics or cultural background. • **Indirect bullying** is when deliberate acts of exclusion or spreading of untrue stories are used to hurt or intimidate someone. • **Cyber bullying** is the ongoing abuse of power to threaten or harm another person using technology. Cyber bullying can occur in chat rooms, on social networking sites, through emails or on mobile phones.
What Bullying is not	There are many negative situations which, whilst being potentially distressing for students, are not bullying. These include: **Mutual Conflict Situations** which arise where there is disagreement between students but not an imbalance of power. Mutual conflict situations need to be closely monitored as they may evolve into a bullying situation; or **Single incidents** that do not follow a pattern of behaviour including a loss of temper, shouting or swearing do not normally constitute bullying.
Signs of being bullied	Major behaviour changes in a student may be indicative of bullying. Such behavioural changes may include: • Crying at night and having nightmares; • Refusing to talk when asked "What's wrong?"; • Having unexplained bruises, cuts or scratches; • An unwillingness or refusal to go to school; • Feeling ill in the mornings; • A decline in quality of school work; • Becoming withdrawn and lacking confidence; • Beginning to bully siblings; and • Acting unreasonably. Parents/carers are encouraged to recognise signs of bullying and notify the The Hutchins School through a trusted staff member immediately (such as a class teacher, Head of school, Head of House, school counsellor etc), if they suspect their child is a victim of bullying.

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Worker	A person is a worker if the person carries out work in any capacity for a person conducting a business or undertaking, including work as: an employee; or a contractor or subcontractor; or an employee of a contractor or subcontractor; or an employee of a labour hire company who has been assigned to work in the person's business or undertaking; or an outworker; or an apprentice or trainee; or a student gaining work experience; or a volunteer; or a person of a prescribed class. [1]

5. **Policy Information**

The Hutchins School recognises its duty to students to provide a safe and positive learning environment where individual differences and diversity within the school is respected and accepted.

Bullying is not tolerated at The Hutchins School.

It is our policy that:
- Bullying be managed through a 'whole of The Hutchins School community' approach involving students, staff and parents/carers;
- Bullying prevention strategies be implemented within the school on a continuous basis with a focus on teaching age appropriate skills and strategies to empower staff, students and parents/carers to recognise bullying and respond appropriately;
- Bullying response strategies be tailored to the circumstances of each incident;
- Staff establish positive role models emphasising our no-bullying culture; and
- Bullying prevention and intervention strategies are reviewed on an annual basis against best practice.

Bullying Prevention Strategies

The Hutchins School recognises that the implementation of whole school prevention strategies is the most effective way of eliminating, or at least minimising incidents of bullying within our community.

The following initiatives form part of our overall bullying prevention strategy and our strategy to create a 'no bullying' culture within The Hutchins School:

- A structured curriculum and peer group support system, that provides age appropriate information and skills relating to bullying (including cyber bullying) and bullying prevention, to students over the course of the academic year;
- Education, training and professional development of staff in bullying prevention and response strategies;
- Regular provision of information to parents/carers, to raise awareness of bullying as a Hutchins school community issue to equip them to recognise signs of bullying, and to provide them with clear paths for raising any concerns they may have relating to bullying directly with The Hutchins School;
- Promotion of a supportive environment that encourages the development of positive relationships and communication between staff, students and parents/carers;
- Promotion of responsible bystander behaviour amongst students, staff and parents/carers;
- Reporting of incidents of alleged bullying by students, bystanders, parents/carers and staff are encouraged, through the establishment of multiple reporting channels (as specified below);
- Regular risk assessments of bullying within The Hutchins School are undertaken by surveying students to identify bullying issues that may ordinarily go unnoticed by staff;

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- Records of reported bullying incidents are maintained and analysed, in order to identify persistent bullies and/or victims and to implement targeted prevention strategies where appropriate;
- Anti-bullying posters are displayed strategically within The Hutchins School; and
- Promotion of student awareness and a 'no bullying' environment by participating in events such as the National Day of Action Against Bullying and Violence.

Reporting Bullying

Students and their parents/carers are sometimes reluctant to pursue bullying incidents, for fear that it will only make matters worse.

A key part of The Hutchins School bullying prevention and intervention strategy is to encourage reporting of bullying incidents as well providing assurance to students who experience bullying (and parents/carers) that:

- Bullying is not tolerated within The Hutchins School;
- Their concerns will be taken seriously; and
- The Hutchins School has a clear strategy for dealing with bullying issues.

Bullying incidents can be advised to The Hutchins School verbally (or in writing) through any of the following avenues:

- Informing a trusted teacher;
- Informing the school counsellor;
- Informing a sports coach
- Informing a student's year co-ordinator, Mentor, Head of House, Head of School; or
- Informing the Deputy Headmaster or the Headmaster.

Responding to Bullying

Bullying behaviours vary enormously in their extent and intent and, as a consequence, each incident needs to be dealt with on its facts.

In all circumstances The Hutchins School:

- Takes bullying incidents seriously;
- Provides assurance to the victim that they are not at fault and their confidentiality will be respected;
- Takes time to properly investigate the facts including discussing the incident with the victim, the bully and any bystanders;
- Takes time to understand any concerns of individuals involved;
- Maintains records of reported bullying incidents; and
- Will escalate its response when dealing with persistent bullies and/or severe incidents.

Actions that may be taken when responding to bullying include:
- Notification of/consultation with parents/carers;
- Offering counselling to persistent bullies and victims;
- Implementing effective follow up strategies; and
- Disciplinary action at the Headmasters discretion including suspension and expulsion of persistent bullies, in cases of severe incidents.

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Workers' Responsibility

All workers are responsible to:

- Model appropriate behaviour at all times;
- Deal with all reported and observed incidents of bullying in accordance with this policy;
- Ensure that any incident of bullying that they observe or is reported to them, is recorded appropriately and escalated;
- Be vigilant in monitoring students that have been identified as either persistent bullies or victims; and
- Acknowledge the right of parents/carers to speak with The Hutchins School authorities if they believe their child is being bullied.

Signage

Anti-bullying posters may be posted in strategic locations in the school to promote appropriate behaviour and encourage students to respect individual differences and diversity.

Implementation

This policy is implemented through a combination of:

- Staff training;
- Student and parent/carer education and information;
- Effective incident reporting procedures;
- Effective management of bullying incidents when reported;
- The creation of a 'no bullying' culture within The Hutchins school community;
- Effective record keeping procedures; and
- Initiation of corrective actions where necessary.

Discipline for Breach of Policy

Where a staff member breaches this policy, refer, in particular to worker responsibilities, The Hutchins School will take disciplinary action, including in the case of serious breaches, summary dismissal.

Related Policies

Complaints and Grievances Policy

Record Keeping

This procedure is to be kept for three (3) years until review unless there is a significant legislative organisational change requiring earlier review.

The master copy is kept on SharePoint and is read-only in PDF form. All printed copies are uncontrolled.

Policy Owner

Headmaster

Policy Review Details

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