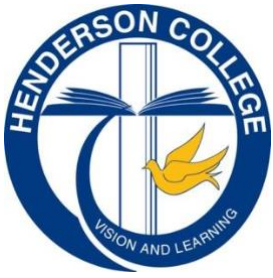


# Henderson College

## Anti-Bullying Policy

Policy Version:	Description of Changes	Application
2009	Policy Constructed	<ul style="list-style-type: none"><li>• Teachers</li><li>• Support staff</li><li>• Student welfare</li><li>• Staff</li><li>• Volunteers</li></ul>
3-2016		
2022	Reviewed by Childwise	



# Henderson College

## Anti-Bullying Policy

### **PURPOSE:**

1. To provide operational policy direction to the staff and volunteers at the College regarding reducing and/or eliminating bullying.

### **BACKGROUND:**

1. Henderson College seeks to establish and maintain high-level professional standards in relation to all its activities and areas of responsibility. This includes all academic, student welfare, discipline and management issues.
2. This policy is in accord with the College's "Vision", "Mission" and "Philosophy" documents as published and in line with School Council Policy.

### **ISSUES/COMMENT:**

#### ***Rationale:***

All students have the right to be treated with respect and dignity. Henderson College does not tolerate bullying in any form. All members of the Henderson College community are committed to ensuring a safe and caring environment, which promotes personal growth and positive self-esteem for all.

### **DEFINITIONS**

#### **Bullying**

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.

#### **Covert bullying**

Covert bullying can be very difficult for someone outside of the interaction to identify. It can include hand gestures and threatening looks, whispering, excluding or turning your back on a person, restricting where a person can sit and who they can talk with. Social bullying (spreading rumours, manipulation of relationships, excluding, isolating) is often covert bullying.

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## **Cyberbullying**

Cyberbullying includes any form of bullying behaviour that occurs online or via a mobile device. It can be verbal or written, and can include threats of violence as well as images, videos and/or audio. It can happen in or out of school hours.

## **Sexually harmful behaviour (SHB):**

SHB is developmentally inappropriate sexual behaviour which is displayed by children and young people and which may be harmful or abusive. It may also be referred to as sexually harmful behaviour or sexualised behaviour. SHB encompasses a range of behaviour, which can be displayed towards younger children, peers, older children or adults. It is harmful to the children and young people who display it, as well as the people it is directed towards.

## **Physical bullying**

Physical bullying includes hitting, pushing, shoving or intimidating or otherwise physically hurting another person, damaging or stealing their belongings. It includes threats of violence.

## **Sexual harassment**

Sexual harassment is unwelcome sexual behaviour that causes a person to feel offended, humiliated or intimidated, where a reasonable person could have anticipated that reaction in the circumstances. It can include an unwelcome sexual advance; an unwelcome request for sexual favours and/or any unwelcome conduct of a sexual nature. It can be physical, verbal or written.

## **Social bullying**

This is sometimes called relational or emotional bullying, and includes deliberately excluding someone, spreading rumours, sharing information that will have a harmful effect on the other person and/or damaging a person's social reputation or social acceptance.

## **Verbal and written bullying**

Verbal and written bullying includes name-calling or insulting someone about an attribute, quality or personal characteristic.<sup>1</sup>

## **IMPLEMENTATION**

### **What is bullying?**

Bullying is an act of aggression causing embarrassment, pain or discomfort to another:

- It can take a number of forms: physical, verbal, visual, gesture, extortion, exclusion, Internet, phone, rumour and sexual harassment
- It is an abuse of power
- It can be planned and organised, or may be unintentional
- Individuals or groups may be involved
- Students, Parents or Teachers may be involved

### **Some examples of bullying include:**

- Any form of physical violence such as hitting, pushing or spitting on others
- Interfering with another's property by stealing, hiding, damaging or destroying it

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<sup>1</sup> [Policy | education.vic.gov.au](https://www.education.vic.gov.au/policy)

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- Using offensive names, teasing or spreading rumours about others or their family
- Using put-downs, belittling others abilities and achievements
- Writing offensive notes or graffiti about others
- Making degrading comments about another's culture, religion or social background
- Hurtfully excluding others from a group
- Making suggestive comments or other forms of sexual abuse
- Ridiculing another's appearance
- Sending emails, which contain material that is threatening and or offensive
- Hurtful or offensive online behaviour
- Making phone calls or texting which are offensive to others e.g. threatening, heavy breathing
- Forcing others to act against their will

**If we are bullied:**

- We may feel frightened, unsafe, embarrassed, angry or unfairly treated
- Our work, sleep and ability to concentrate may suffer
- Our relationships with our family and friends may deteriorate
- We may feel confused and not know what to do about the problem

**What do we do to prevent bullying at Henderson College?**

Students, staff, volunteers, parents and carers all share responsibility for making our school an inclusive and respectful environment.

This requires Staff to:

- Be role models in word and action at all times
- Be observant of signs of distress or suspected incidents of bullying
- Make efforts to remove occasions for bullying by active patrolling during yard duty
- Arrive at class on time and move promptly between periods
- Take steps to help victims and remove sources of distress without placing the victim at further risk
- Create an inclusive and safe environment and sanction students who repeatedly use racial, homophobic, misogynistic or discriminatory language and gestures even if it's meant in a friendly jovial manner.
- Report suspected incidents to the appropriate Staff member, Pastoral/Class teacher and record incident onto students management portal- SEQTA
- Apply the PB4L tiers to instances of inappropriate behaviour (see [Student Behaviour Policy](#))
- Ensure that they aren't considering bullying behaviour by being bullies themselves
- Promote the use of the online anonymous Student Incident Reporting link and ensure this QR code link is visible in each classroom.
- Incorporate appropriate social wellbeing programs into the curriculum in order to teach and regularly promote appropriate behaviours ie. What's the Buzz, Secret Agents, and use Restorative Behaviours with students when incidents arise.

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- Engage Student Groups (Student Council & Home Room groups) to instigate anti-bullying initiatives.
- Consult with students to understand their concerns, thoughts and possible solutions to bullying
- Monitor staff and parent/carer use of language whilst engaged in School activities to ensure that racial, homophobic, misogynistic or discriminatory language is not used.
- Educate Parents/carers and Staff on the differences between antisocial or negative behaviours and bullying
- Participate in professional development opportunities on the nature of bullying and what action to take regarding it.

This requires students to:

- Refuse to be involved in any bullying situation, if you are present when bullying occurs:
  - If appropriate take some form of preventative action
  - Report the incident or suspected incident and help break down the code of secrecy
  - Use the online, anonymous Student Incident Reporting link if they are uncomfortable talking to a staff member face to face.

***If students who are being bullied have the courage to speak out, they may help to reduce the pain for themselves and other potential victims.***

The College recommends that parents:

- Familiarise themselves with the College Anti-Bullying Policy
- Be prepared to learn more by attending information sessions
- Watch for signs of distress in their children, e.g., unwillingness to attend school, a pattern of headaches, missing equipment, requests for extra money, damaged clothing or bruising
- Advise your child to tell a Staff member about the incident. If possible, allow the child to report and deal with the situation themselves. The child can gain much respect through taking the initiative and dealing with the problem without parental involvement
- Inform the College if bullying is suspected
- Keep a written record ( who, what, when, where, why, how)
- Do not encourage your child to retaliate
- Communicate to your child that parental involvement if necessary, will be appropriate for the situation
- Be willing to attend interviews at the College if your child is involved in any bullying incident
- Be willing to inform the College of any cases of suspected bullying – even if your child is directly involved

## **Prevention**

1. Staff will be provided with professional development opportunities on the nature of bullying and what action to take regarding it.
2. Training or information should also be provided to parents
3. Students will be made aware that bullying will not be tolerated, and if found to be bullying will be managed through the Student Behaviour Policy and the tiers of the College Campus PB4L frameworks.

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4. Classroom teachers should clarify with students the College Anti-Bullying policy at the beginning of each year.
5. Staff should constantly monitor relationships between students to ensure that inappropriate behaviour can be addressed, before they escalate into bullying behaviour
6. An anonymous feedback survey, with elements relating to bullying, should be conducted annually to determine the extent of bullying at the College.
7. The PB4L Team will regularly analyse data gathered from a variety of sources including the feedback survey.
8. Students, parents and staff will be encouraged to openly talk about bullying - what it is, how it affects us and what we can do about it.
9. Staff and students are to promote the philosophy of 'No Put Downs'.

### **Intervention**

1. Consequences of bullying should be in line with the Student Behaviour policy. All incidents of bullying are serious regardless of the type of bullying that takes place, however the consequences may vary depending upon the type of bullying and frequency. (See College Campus Student Behaviour Policies and the tiers PB4L Frameworks)
2. All reports of bullying will be taken seriously. Staff will reassure students that they have made the right choice by reporting the incident.
3. The pastoral care program of the College will be strongly linked with bullying interventions. Incidences of bullying will be reported and recorded through these procedures.
4. Once identified, bully, victim and witnesses will be interviewed, and all incidents fully investigated and documented.
5. Both bully and victim will be offered support, which may include counselling. They are both victims to some degree.
6. If bullying is ongoing, parents will be contacted and interventions and/or consequences implemented consistent with the College Student Behaviour Policies, the PB4L Frameworks Tier 2 or 3 interventions.
7. Classroom teachers are to remind students on a regular basis to report incidents, and that reporting is not 'dobbing'.
8. Parents should be encouraged to contact the College if they suspect a problem or issue with bullying.

### **DIRECTION:**

1. That all staff and volunteers follow this policy.
2. CONTINUOUS IMPROVEMENT

This document will be reviewed at minimum every two years and following significant incidents if they occur. The review process will seek contribution and feedback from employees, volunteers, students and parents and carers.

We will track and monitor bullying incidents and report this information to the school community.

### **RELATED DOCUMENTS**

[Child Safety and Wellbeing Policy](#)

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[Student Welfare](#)

[Pastoral Care](#)

[Tier 3 Team Policy](#)

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