



**RAVENSWOOD SCHOOL FOR GIRLS POLICIES
AND PROCEDURES**

Policy Group: SAFE AND SUPPORTIVE ENVIRONMENT
Policy Subject: STUDENT ANTI BULLYING POLICY

Policy No:

SSE.40

Contact Officer	DIRECTOR STUDENT WELLBEING, HEAD OF JUNIOR SCHOOL
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Purpose	<p>The purpose of this policy is to:</p> <ul style="list-style-type: none"> • Promote a positive culture where bullying is unacceptable • Ensure we have a community where right of respect from others, the right to learn or teach, and a right to feel safe and secure in the school environment is a given
Overview	Ravenswood takes all incidences of bullying very seriously and considers all forms of bullying and behaviour to be unacceptable.
Scope	This policy applies to staff responsible for students at Ravenswood. This policy is to be read in conjunction with the Student Code of Conduct.
The Policy	<p>Policy Statement</p> <p>Our aim is to promote tolerance and positive behaviour in our school community by:</p> <ul style="list-style-type: none"> • Reinforcing within the school community that no form of bullying is acceptable. • Encouraging the school community to be alert to signs and evidence of bullying and to have a responsibility to report it to staff whether as observer or victim. • Ensuring that all reported incidents of bullying are followed up and that support is given to the victim, perpetrator and all other individuals involved. • Seeking parental and peer group support and cooperation at all times. • Negative behaviour not deemed to be bullying will be addressed under the School Code of Conduct. <p>Definition</p> <p>Bullying is when someone, or a group of people, upset or create a risk to another person's health and safety - either psychologically or physically - or their property, reputation or social acceptance on more than one occasion. (NSW Department of Education Definition)</p>

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Types of Bullying

There are four main types of bullying:

- Direct physical bullying - could include hitting, tripping, and pushing or damaging the property of others.
- Direct verbal bullying - could include name calling, insults, homophobic or racist remarks, verbal abuse.
- Indirect bullying - harder to recognise and often carried out behind the bullied student's back. It is designed to harm someone's social reputation and/or cause humiliation. Indirect bullying could include:
 - lying and spreading rumours
 - playing nasty jokes to embarrass and humiliate
 - mimicking
 - encouraging others to socially exclude someone
 - damaging someone's social reputation and social acceptance
- Cyber bullying - could include being cruel, tormenting, humiliating or harassing to others by sending or posting harmful material or engaging in other forms of social aggression using technology such as, but not limited to the Internet, social networking sites, blogs, email, interactive and digital technologies, mobile phone and instant messaging. Cyber bullying includes but is not limited to:
 - Flaming: online fights using electronic messages with angry or vulgar messages
 - Harassment: Repeatedly sending nasty, mean and insulting messages.
 - Denigration: Posting or sending gossip / photos/ video or rumours about a person to damage his/her reputation or social relationships
 - Outing: Sharing someone's secrets or embarrassing information or images / video online
 - Exclusion: Intentionally and cruelly excluding someone from an online group
 - Cyber stalking: Repeated, intense harassment and denigration that includes threats or creates significant fear.



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What bullying is not

There are three socially unpleasant situations that are often confused with bullying:

- Mutual conflict - In mutual conflict situations, there is an argument or disagreement between students but not an imbalance of power. Both parties are upset and usually both want a resolution to the problem.
- Social rejection or dislike - Unless the social rejection is directed towards someone specific and involves deliberate and repeated attempts to cause distress, exclude or create dislike by others, it is not bullying.
- Single-episode acts of nastiness or meanness, or random acts of intimidation - Single episodes of nastiness or intimidation are not the same as bullying. A pattern of this type of behaviour would be considered bullying.

Ravenswood anti-bullying strategies

- Emphasis is on preventative and early intervention wellbeing programs that focus on the areas of social skills and peer support and promote resilience, life skills and protective factors.
- Curriculum to include open discussions on anti-bullying strategies.
- At the commencement of the school year each classroom teacher should clarify with their students, the School Policy on anti-bullying and the Student Code of Conduct.
- The Student Code of Conduct and the Anti-Bullying Policy and Procedures can be viewed at any time on the school Portal.
- Encourage students to report incidents and assist them in adopting strategies to deal with bullying

Teacher obligations:

- Consistently reinforce positive behaviour
- Encourage and model tolerance and acceptance
- Be observant of signs of distress or suspected incidents of bullying
- Confer with parents if necessary
- Make efforts to remove opportunity for bullying through proactive playground duty

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- Communication between staff members the names of children requiring attention during playground duty times
- Arrive at class on time and supervise children in and out of the building
- Take steps to help victims and remove source of distress
- Listen and respond to all complaints of bullying
- Record children's unacceptable behaviour
- Report incidents of bullying behaviour to the Director Student Wellbeing, Head of Junior School.

Student obligations:

- Refuse to be involved in bullying situations
- Report incidents to the appropriate teachers, either as an observer or a victim
- Behave in a way that reflects their understanding of the Student Code of Conduct.

Parent obligations:

- Take an active interest in their child's school life to be aware of any problems
- Encourage their child to report and deal with the problem themselves
- Encourage their child to be verbally assertive rather than retaliate with action
- Communicate to the school if they suspect their child is being bullied.

Keywords

Bullying terminology

Date Approved	17 February 2014
Approval Authority	Principal
Date of Commencement	1 March 2014
Amendment Dates	1 December 2014, May 2015
Date for Next Review	1 April 2016
Related Policies, Procedures and Guidelines	This policy is to be read in conjunction with the Student Code of Conduct and the Ravenswood Guiding Principles
Policies Superseded by this Policy	<i>Anti-Bullying Policy and Procedures</i>

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**Contact Numbers for Support Services Available to the School Community
Crisis Support**

Emergency	000 (+ Mob 112)
Lifeline	131 114
Kids Help Line	1800 55 1800
BeyondBlue	1300 224 636
Northern Sydney Mental Health Line	1300 302 980
Salvo Care Line (Salvation Army)	1300 36 36 22
For advice, personal support and referral to social services	
Salvation Army Youth Line	1300 363 622
Poisons Information Help Line	1300 302 980
North Shore Hospital Sexual Assault	9462 9477
Domestic Violence Line	1800 656 463
Rape Crisis Centre	1800 424 017
KidsNet	
Children's Hospital Advice Line for acute or urgent health issues in children	
http://www.kids.net.au/	
Youth Accommodation Line	9698 5833
Up to 18 years	
http://www.yaa.com.au/	
Police Contacts	
Police School Liaison Officer (Cnst) Stephanie Murray	9476 9770
Hornsby Police	9476 9799
Gordon Police	9418 5399
Chatswood Police	9414 8499

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Family Helplines

Family Relationship Advice Line 1800 050 321
ParentLine 1300 1300 52
Child Abuse Prevention Service 1800 688 009
Health Direct Australia (after hours GP helpline) 1800 022 222
For access to a GP at night, on weekends and public holidays

Support Services

Hornsby/ Kuringgai Child, Adolescent and Family Services (Hornsby Hospital) 9485 6150
Kuringgai Youth Development Service 9416 9824
Mail: PO Box 556
Lindfield NSW 2070
Fax: (02) 9416 9825
Email: kyds@bigpond.com

Salvo Care Line (Salvation Army) 1300 36 36 22
For advice, personal support and referral to social services
Legal Aid Youth hotline 1800 101 810
Family Planning NSW 1300 658 886
Bursting the Bubble
Explains how teens can identify violence and abuse within the family, and what can be done to help
www.burstingthebubble.com/

Cybersmart 1800 880 176
Cybersmart provides activities, resources and practical advice to help young kids, kids, teens and parents safely enjoy the online world
<http://www.cybersmart.gov.au/>
By email to cybersmart@acma.gov.au

National Centre Against Bullying
<http://www.ncab.org.au/>

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Counselling

Family Relationship Advice Line 1800 050 321
 Anglicare
 Counselling, Mediation & Family Support Services
<http://www.anglicare.org.au/>

Centacare
 Counselling, Mediation & Family Support Services
 For Counselling - 9390 5366

Centrelink
 Federal Government
<http://www.centrelink.gov.au/internet/internet.nsf/home/index.htm>

Credit Help Line 1800 007 007
 Advice Line
http://www.wesleymission.org.au/centres/creditline/contact_us/default.asp

Family Information Service 1800 049 956

Gay, Lesbian & Transgender 1800 184 527
 Gay & Lesbian Counselling Service, 4pm-midnight, 7 days
<http://www.glcnsw.org.au/>

Interrelate 1300 736 966
 Counselling, Mediation & Family Support Services
<http://www.interrelate.org.au/contact/>

Lifeline 13 11 14
<http://www.lifeline.org.au/>

Lone Parent Family Support Service 9251 5622
 Advice & Counselling

Parent Line 1300 1300 52
 Free 24/7 Helpline -
<http://www.parentline.org.au>

Relationships Australia (NSW) 8874 8008
<http://nsw.relationships.com.au/>

Salvation Army 9331 6000

Support, Counselling & Assistance
www.salvos.org.au
Salvo Crisis Line & Suicide Prevention 8736 3295

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24 hour Telephone Help

<http://salvos.org.au/suicideprevention/index.php?suicideprevention>

St Vincent de Paul

Family Support, Counselling & Assistance

<http://www.vinnies.org.au/home-nsw>

The Deli Women & Children's Centre

'The Deli Women & Children's Centre is a family support service, specialising in domestic violence service provision. We provide counselling, groups and family support services to women and children, particularly those who have experienced domestic violence.'

<http://www.thedeli.org.au/>

UnitingCare Unifam Counselling and Mediation

9373 5500

Family Support, Counselling & Assistance

SYDNEY CBD

Level 9, 130 Elizabeth Street

Sydney NSW 2000

Fax (02) 9261 3255

UnifamSydney@unitingcarenswwact.org.au

www.unifamcounselling.org

Violence Against Women Confidential Hotline

The National Help, Counselling & Referral Service. 'Australia Says No' campaign

http://www.lifeline.org.au/find_help/other_helplines/domestic_violence__and__sexual__assault_helpline

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