



Education &
Communities

Anti-bullying Plan



Bossley Park High School

Anti-Bullying Plan

This plan outlines the processes for taking reasonable steps to prevent and respond to student bullying in our school and reflects the *Bullying: Preventing and Responding to Student Bullying in Schools Policy* of the New South Wales Department of Education.

The NSW Department of Education rejects all forms of bullying. In creating this Anti-Bullying Plan, student feedback was collected through representative focus groups and class discussions, parents and community members' input was sought and provided, and staff feedback was also collected.

This plan will be reviewed by representatives from the school community: staff, parents/community, and students when appropriate.

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1. Statement of purpose

The Bossley Park High School Anti-Bullying Plan provides definitions for understanding bullying behaviour, and the processes for preventing and responding to bullying. The purpose of this plan is to outline the provision of a safe and respectful learning environment for BPHS students, where bullying is not accepted, and clearly explain the schools response if bullying does occur. We recognise that bullying may occur based on sexuality, religion, race, or other factors, and we will respond accordingly. The BPHS school community believes that a safe and respectful school community, where all students have the opportunity to learn to their potential, is founded on positive relationships, where bullying is unacceptable. This Anti-Bullying Plan is founded on the principle that all members of our school community have a responsibility to:

- be aware of what constitutes bullying behaviour
- take reasonable steps to prevent bullying by promoting positive relationships and anti-bullying messages
- report bullying when it occurs
- respond to bullying according to this plan

Bossley Park High School aims to have a positive culture where bullying is unacceptable. In alignment with our Positive Behaviours for Learning framework, all members of the school community should be treated respectfully, be able learn, and feel safe and secure in the school environment.

At BPHS we take a whole-school approach to anti-bullying, and are focused on developing a supportive school culture that includes effective behaviour management plans and programs, and a positive learning environment that encourages diversity and empowers students to be active in their pursuit of justice for themselves and others.

Aims of the BPHS Anti-Bullying Plan:

- To reduce incidents of bullying at BPHS by promoting a zero tolerance approach to bullying
- To identify bullying when it occurs, and take a reasonable steps to respond
- To advise all stakeholders of BPHS that bullying is unacceptable and to seek support and cooperation from school community members (as appropriate) to ensure that the Anti-Bullying Plan is implemented effectively.
- To inform the school community about what constitutes bullying behaviour, and the signs and evidence of bullying
- To inform the school community about their responsibility to report bullying: by students, parents and staff
- To empower students who are subjected to bullying behaviour and bystanders to speak up and report bullying behaviour to the students' relevant supervisor
- To outline the positive protections provided by the school in its attempt to create a safe, respectful learning environment, and develop resilience in students
- To outline the educational and Wellbeing programs that are in place to prevent bullying
- To outline the early intervention prevention programs to support students at risk of involvement in bullying incidents
- To outline the clear processes that are in place for responding to incidents of bullying – student Wellbeing and discipline response
- To outline the behaviour and support programs provided for students who have been involved in bullying incidents

2. Protection

Bullying Behaviour

A person is bullied when one or more other people expose them regularly and over time to negative or harmful actions. People engage in bullying behaviour if they deliberately set out to intimidate, exclude, threaten, and/or hurt others repeatedly.

Bullying is a clear form of harassment. Harassment is behaviour that is intended to disturb or upset, and it is characteristically repetitive. We define repetitive behaviour as behaviour that occurs more than once.

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. Cyberbullying refers to bullying through information and communication technologies.

Bullying can involve humiliation, domination, intimidation, victimisation and all forms of harassment including that based on sex, race, disability, homosexuality or transgender. Bullying of any form or for any reason can have long-term effects on those involved, including bystanders.

Cyberbullying refers to bullying through information and communication technologies, using, but not limited to, SMS, pictures, sounds, video, emails, instant messaging, chat, and other forms of social media, such as Facebook, Snapchat, Twitter and Instagram.

Bullying behaviour can be:

- **verbal** – eg name calling, teasing, abuse, put-downs, sarcasm, insults, threats
- **physical** – eg touching, hitting, punching, kicking, scratching, tripping, spitting

- **social** – eg ignoring, excluding, ostracising, alienating, making inappropriate gestures
- **psychological** – eg spreading rumours, dirty looks, hiding, interfering with or damaging possessions, threatening or extorting in relation to money, school work, possessions or safety
- **technological** – eg abuse on social media, malicious SMS, email, or chat messages, taking and sharing photos of others without their permission

The effect of bullying can be:

- Devalues, isolates and frightens
- Affects an individual's ability to achieve
- Has negative mental health and wellbeing impacts on individuals engaging in bullying behaviour, individuals who are the subjects of bullying behaviour, and onlookers or bystanders.
- Can lead to anxiety, depression, and suicide

Conflict or fights between equals or single incidents may not amount to bullying. However these conflicts still need to be addressed and attempts made to resolve them. These incidents are to be dealt with according to the BPHS Wellbeing and Discipline Policy.

Approach to bullying at BPHS

Bullying behaviour is not acceptable at Bossley Park High School. The school has a four-phase approach to bullying:

1. Protection:

BPHS has a clear Anti-Bullying Plan, developed in consultation with staff, students, and parents. All stakeholders have a shared responsibility in protecting students from bullying. BPHS has a whole-school emphasis on developing a positive learning

environment, characterised by respect, through the Positive Behaviours for Learning framework. Students are further supported, through Wellbeing programs, to develop resilience and positive mental health and wellbeing.

2. Prevention:

BPHS provides programs to recognise the value of diversity, the importance of positive and respectful relationships, the negative impacts of violence and aggression, and the harmful impacts of bullying behaviour. Prevention programs are delivered as part of the curriculum across KLAs and to students through student Wellbeing programs.

3. Early intervention:

BPHS implements strategies and programs for students who are identified as being at risk of developing long-term difficulties with social relationships and those students who are identified at or after enrolment as having previously experienced bullying, or engaged in bullying behaviour.

4. Response

BPHS has a clear plan to respond to incidents of bullying. The Anti-Bullying Plan empowers the whole school community to recognise and report to appropriate BPHS staff to then respond appropriately to bullying, harassment and victimisation and behave as responsible bystanders. Wellbeing and discipline strategies will be implemented as part of this plan.

A shared approach to dealing with bullying

Schools exist in a society where incidents of bullying behaviour may occur. Preventing and responding to bullying behaviour in learning and working environments is a shared responsibility of all departmental staff, students, parents, caregivers and members of the wider school community.

All members of the school community contribute to the prevention of bullying by modelling and promoting appropriate behaviour and respectful relationships.

Staff responsibilities (including casuals):

- respect and support students
- model and promote appropriate behaviour
- support students to become resilient
- have reasonable knowledge of school and departmental policies relating to bullying behaviour
- communicate the school policy and Anti-Bullying Plan to students, including definitions and repercussions of bullying (during Year Meetings at the beginning of every school year)
- respond in a timely manner to incidents of bullying according to the school's Anti-bullying Plan
- encourage open lines of communication between home and school to respond to bullying situations if they arise.

In addition, teachers have a responsibility to:

- provide curriculum and pedagogy that supports students to develop an understanding of bullying and its impact on individuals and the broader community, including digital safety.
- be aware of where anti-bullying messages are taught in the curriculum
- identify signs of bullying in class and in the playground

Student responsibilities:

- behave appropriately, respecting individual differences and diversity
- behave as responsible digital citizens – this means interacting with others online in a positive and respectful manner, and ensuring that comments, images, videos and other material shared online respects the privacy and reputation of all
- have an understanding of the different forms of bullying. i.e. psychological, cyber and physical
- read the school Anti-bullying Plan & report incidents of bullying . This includes being aware of the consequences associated with bullying.
- behave as responsible bystanders – bystanders are the most powerful participants in bullying incidents. It is imperative that bystanders make it clear to the bully that his/her behaviour is unacceptable, support the target of bullying, and report the bullying incident to the school

Parent and caregiver responsibilities:

- support their children to become responsible citizens and to develop responsible on-line behaviour
- be aware of the school Anti-Bullying Plan and assist their children in understanding bullying behaviour
- support their children in developing positive responses to incidents of bullying consistent with the school Anti-bullying Plan
- support their children to become resilient – confident to report bullying and overcome challenges they face
- report incidents of school-related bullying behaviour to the school
- work collaboratively with the school to resolve incidents of bullying when they occur.

Parents should not approach other people's children about incidents of bullying behaviour on the school site or during school related activities but should instead report any such incidents between students to the school

All members of the school community have the responsibility to:

- model and promote positive relationships that respect and accept individual differences and diversity within the school community
- support the school's Anti-Bullying Plan through words and actions
- work collaboratively with the school to resolve incidents of bullying when they occur

Protection from bullying through a positive climate and respectful relationships

Positive Behaviours for Learning

Bossley Park High School utilises a school-wide behavioural framework – Positive Behaviours for Learning (PBL) - to enhance the school Wellbeing and discipline system. PBL reduces behavioural problems by explicitly teaching expectations and appropriate behaviours, and redirecting the focus to promote positive behaviour, and thus create and maintain a safe and harmonious, quality teaching and learning environment. The three core school rules based on Positive Behaviours for Learning are:

- Safe
- Respectful
- Learner

All students at BPHS are expected to be safe, respectful learners (SRL) at all times.

Students are expected to display positive relationship skills, social responsibility, problem solving and dispute resolution skills in their relationships with others.

All staff have the responsibility to role-model positive relationships with students and other staff through their normal routines. Staff are also responsible for teaching, encouraging and supporting students in developing positive relationship skills.

At Bossley Park High School, we develop a safe and respectful learning environment by:

- building a positive school climate that fosters a sense of achievement and belonging for all students
- quality teaching, learning, and curriculum
- the use of effective and engaging pedagogy
- staff modelling of a consistent, caring and inclusive attitude towards students
- communication of clear rules and procedures about behaviour guidelines, bullying, and harassment to staff, students and parents/caregivers
- advising students and parents about the relevant school support services and personnel are available to students, including the Year Advisors, School Counsellors, Head Teacher Wellbeing, and Deputy Principals
- referral of bullying incidents in accordance with existing reporting procedures, and prompt and effective response to incidents
- regular professional development for teachers, particularly teachers new to the school, in the Anti-Bullying Plan and processes
- developing positive and productive staff-student relationships
- rewarding positive student behaviour through PBL and our positive levels system
- promoting PBL in the classroom, playground, assemblies, newsletters, the school website, and on social media while encouraging staff and students to use positive PBL language.

Building Resilience

Resilience is how individuals respond to threatening or stressful situations, and is about how we “bounce back” from challenges. In protecting against bullying, building resilience may minimise the effects of bullying, and is crucial in helping students to develop the ability to cope in spite of adversity and achieve positive outcomes.

Resilience is changeable, and can be built upon. Resilience programs are provided for all students through the student Wellbeing programs organised by the Wellbeing Team. Resilience includes having the confidence to speak up about situations, such as bullying, and building the strength to maintain positive mental health and wellbeing in challenging situations.

Parents and teachers have a responsibility to build resilience in BPHS students, by providing safe, supportive and nurturing relationships and environments, and encouraging increasingly higher levels of independence, autonomy and initiative. The key skills that young people need to be resilient are: Self-esteem

- Social skills
- Self-control
- Problem-solving skills
- Realistic expectations
- Optimistic thinking patterns

These skills are covered in Wellbeing programs at BPHS, but should also be encouraged and developed at home.

Resilience is a significant protective factor in bullying situations – it gives students the confidence to stand up for themselves and others in positive ways, report bullying, and recover from incidents. Resilient young people are also less likely to be bullies.

3. Prevention

Strategies and programs for bullying prevention

The school will take reasonable steps to implement strategies to prevent bullying:

- promotion of the safe, respectful learner (SRL) message in all aspects of school life: assemblies, year meetings, newsletters and in classrooms
- professional development for staff relating to bullying, harassment, and proven counter measures
- community awareness and input relating to bullying, its characteristics, and the school’s programs and response
- provision of programs that promote resilience, life and social skills, assertiveness, conflict resolution and problem solving
- classroom teachers clarify the school policy on bullying with students each year
- curriculum includes anti-bullying messages and strategies, embedded in KLAs, through Wellbeing programs, and PBL lessons
- student Representative Council, peer support delegates, staff and students to promote the philosophy of “No Put Downs” and “Hands Off”
- structured activities available to students at recess and lunch times.

Anti-Bullying in the curriculum

Bossley Park High School provides programs to recognise the value of diversity, the importance of positive and respectful relationships, the negative impacts of violence and aggression, and the harmful impacts of bullying behaviour. Prevention programs are delivered as part of the curriculum across KLAs.

KLAs:

- Prevention strategies, embracing diversity and promoting positive relationships are addressed through units in the PDHPE programs, mandatory for Years 7-10, including:
 - Focus on the importance of connectedness, the impact of bullying and the benefits of seeking help in developing a healthy sense of self
 - Clarification of mental health with a focus on the importance of effective communication in establishing caring and respectful relationships
 - Showcasing harm minimisation and drug use, identifying the consequences of risk behaviours while fostering coping skills and reinforcing the positive effects of physical activity on health.
 - Exploration of issues and the role played by power in a range of relationships, with students developing skills for recognising harassment and abuse, and accessing relevant health and support services.
 - Investigation of the factors which influence health and self-esteem decisions while recognising the need for resiliency skills to meet social challenges.

- Case studies and problem situations to prepare an advocacy strategy that affirms diversity, with students formulating protective strategies.
- The PDHPE Crossroads program focuses on fostering understanding and recognition of relationships, resilience and being an individual within facets of personal, social and community identity.
- Social and emotional learning is covered in the English and Drama curriculum through study of texts and characters
- Recognition of cultural diversity and acceptance showcased in Visual Arts through multicultural studies of architecture and Aboriginal art.
- The promotion of empathy and understanding towards the Multifaceted history of Australia, including Aboriginal Australia. In Studies of Religion, the curriculum focusses on tolerance and the understanding of different religions culminating in the importance of positive and respectful relationships.

Wellbeing programs for anti-bullying and positive relationships:

A range of anti-bullying initiatives are embedded into the Wellbeing Management Plan and Wellbeing Cohort Focus Plan.

All year groups:

- Bully Bystander sessions with a focus on reporting bullying, and the importance of the bystander in stopping bullying
- Harmony Day develops intercultural understanding
- R U OK? Day emphasises the need for strong relationships and the importance of friendship in mental health and wellbeing
- Public recognition, awards and rewards for positive behavior.

Year 7:

- The BozSense 20-session year-long program of social and emotional learning and resilience includes the modules Sense of Belonging and Sense of Control, which include activities dealing with anti-bullying and positive relationships
- The two-term Peer Support program focusses on building positive relationships
- Little Fish Big Fish is a half-day program focused on building self-confidence and friendships
- Anti-bullying programs delivered by the Wellbeing team focus on strength of character, understanding the motivations behind bullying, and bullying prevention

Year 8:

- Digital citizenship, anti-bullying and team-building sessions delivered by Police Liaison Officer and Year Advisors throughout the year
- High Resolves program of global citizenship develops sense of collective identity and justice

Year 9:

- Digital citizenship and cybersafety sessions embedded in the curriculum focus on responsible and respectful behaviour online
- Premier's Volunteering Award encourages students to build positive relationships and personal strength through volunteering
- Wellbeing and mental health sessions focus on building resilience

Year 10:

- Premier's Volunteering Award encourages students to build positive relationships and personal strength through volunteering
- Opportunity to build relationships with junior students through Peer Support and Mediation training

Year 11:

- Year meetings and learning activities focused on positive self-talk and resilience when faced with stress

Year 12:

- Year meetings and learning activities focused on avoiding risk and peer pressure

4. Early Intervention

Early intervention is critical to responding effectively to bullying. At BPHS we will communicate to staff, students and parents/caregivers the importance of reporting bullying of students, including of other students.

In addition, students at-risk of developing difficulties with building relationships, students who have previously been bullied, and students who have engaged in bullying behaviours, will be provided with support to build positive relationships and resilience, and avoid bullying in the future.

These students will be referred to the Year Advisor and/or the School Counsellor for support, and may be referred to one or more of the following early intervention programs:

- **Rock and Water program** – a program to develop resilience, self-belief, confidence and inner health. This program is valuable to teach students when to stand firm (that is, be a rock) and when to relax (become like water). It assists students to make considered decisions about their actions, manage anger, and build self-esteem.
- **Check-In Program** – this is a teacher-student mentoring program, which provides targeted students with one-on-one support from a teacher of their choice to reflect on behaviour, set goals, and work towards improvements in relationships.
- **Peer Mediation** – allows students to solve minor peer-related issues with the assistance of trained senior student mediators.
- **Working with counsellors** - students can be referred by deputies, class teachers, self-referrals or parents relating to issues such as return from suspension, school, home, medical or disability. Counsellors will offer support and guidance until necessary.

- **Creating smaller classes** - this is done across all cohorts to provide extra support to students who have behavioural difficulties as well as extra learning needs.
- **Lessons on social skills** - Social skills are taught across KLAs in various lessons through teacher demonstration of socially accepted behaviour.
- **Assistant Principal Learning and Support** - APLS offers regional support. APLS comes to BPHS once we have exhausted all possible strategies to assist with rectifying behavioural and or learning needs.

Other Early Intervention strategies are implemented at Bossley Park High School, particularly for Year 7 students to ensure a seamless transition from primary school in to high school. These strategies are implemented by the Head Teacher Teaching and Learning alongside the Deputy Principal and Head Teacher Wellbeing.

- **Year 6 to Year 7 Transition** - Head Teacher Teaching and Learning collects and collates the data and information provided by the primary schools. An extra orientation day is provided to students who require additional support and students who have been identified with behavioural issues.
- **Colour class meetings** - Head Teacher Teaching and Learning works alongside the Deputy Principal and facilitates a meeting between all class teachers of Year 7 to identify behavioural as well as academic concerns for any of the students.

5. Response

Teacher response

All staff should respond to bullying behaviour consistent with this Plan and any other relevant procedures (e.g. the BPHS Wellbeing and discipline policy) prompt intervention is crucial

The procedures in this Plan should be followed when a case of bullying is identified. The school will provide support for the individual teacher so that they are able to maintain a safe classroom environment. The discipline policy and structures are mechanisms to support and maintain safe supportive classrooms.

Teaching staff have a responsibility to take reasonable steps to address incidents of bullying. Classrooms should be a safe, supportive environments where negative behaviour is recognised and steps taken to deal with it.

At BPHS, teachers should:

- Watch for signs of distress, isolation and suspected incidents of bullying
- Look for reasons for this
- Not see bullying as “just” play-fighting, name-calling, a bit of fun, or just part of growing up
- Point out bullying behaviours
- Complete a notification on Sentral of bullying incidents

Student response

Anti-bullying prevention education for all students, and regular communication of our Anti-Bullying Plan, teaches students and parents to identify bullying, harassment, and victimisation behaviours, and report these incidents – both students who have been bullied and students who witness bullying.

Additionally, students, through learning activities organised by the Wellbeing Team, and embedded in the curriculum, understand the importance of speaking up in support of students who they witness being bullied.

Parent/Caregiver response

Ongoing consultation with the community regarding our response to bullying, harassment and victimisation, and the communication of our Anti-Bullying Plan, means that parents and caregivers are aware of what bullying is, and report if when it occurs.

Reporting bullying

Bullying may be reported:

- In person by a student to a teacher
- Via a confidential box outside the Head Teacher Wellbeing’s office
- By a parent via phone, email, or interview

All incidents of bullying that have been reported will be recorded on Sentral, and Year Advisors and the Head Teacher Wellbeing will be notified. The Sentral report will include the type of bullying, number of incidents and the action taken by the appropriate staff. This information

will form the basis of data collection for the review of bullying in the school by the Wellbeing Team.

The Head Teacher Wellbeing usually chairs a fortnightly meeting with the Wellbeing Team that includes: Deputy responsible for Student Wellbeing, Year Advisors, Counsellors, Learning Support Team representatives and staff. At these meetings reports of each year group are tabled that include but are not exclusive to bullying. The minutes from these meetings are reported to the School Executive once a fortnight and a copy of the minutes is stored on the school Intranet for staff access. Members of the school Executive should ensure that their staff have access to the Wellbeing minutes.

When the need arises the Head Teacher Wellbeing and/or Deputy responsible for Student Wellbeing, Principal, Deputies or Year Advisors will place a notification for staff regarding particular types of bullying or individuals who may need support in dealing with bullying on Sentral, or communicate with teacher in person or via email. At times it may also be necessary for the Principal, Deputy Principals or Head Teacher Wellbeing to raise awareness of bullying behaviours and the importance of reporting bullying by addressing student assemblies or placing an item in the school newsletter. On occasion the school will seek support of the police and other outside agencies in addressing bullying issues.

The annual evaluation of Wellbeing programs will also include data, review and recommendations for improvements to anti-bullying practices, which are reported in the Annual School Report under the achievements and future directions for Wellbeing.

Teacher response to bullying

When bullying occurs at BPHS, the following steps will be followed by teachers. (Steps need not necessarily occur in this order as the initial response may begin at step 2 or 3).

Step 1: Personally handle the situation

- The event or report of the event to be taken seriously
- Confirm it is bullying behaviour
- Record event on Sentral and advise students of this
- Advise students that they are engaging in bullying behaviour, and to cease this behaviour
- Collect written reports from bully(ies), bystander(s)/witness(es), and victim(s) to pass on to Head Teacher Student Wellbeing
- Talk to students individually about the incident
- Refer physical assault directly to Deputy Principal
- Assess suitability of mediation as an option (peer or teacher mediation) – refer to Head Teacher Student Wellbeing

Step 2: Refer to Head Teacher Student Wellbeing / Year Advisor

- If bullying is occurring, create a new notification on Sentral and notify Head Teacher Student Wellbeing and Year Advisors
- Head Teacher Student Wellbeing will maintain a bullying register
- Head Teacher Wellbeing and Year Advisor will work together to resolve the situation
- Head Teacher Student Wellbeing to organise behaviour contracts and contact parents if necessary
- Bullies work with Year Advisors to identify how to change their behaviour
- Counsellor, Rock and Water Coordinator, Check In Program Coordinator may be referred to for programs to teach communication, social and emotional learning, and empower both victim and student demonstrating bullying behaviour
- If both parties agree and it is otherwise assessed as suitable, teacher mediation can occur, organised by Head Teacher Student Wellbeing

Step 3: Refer to Deputy Principal

In the case of persistent or extreme bullying, the Head Teacher Student Wellbeing will refer to the Deputy Principal. Using the recorded history on Sentral, the Deputy Principal will then determine actions to be taken by the school.

These actions may include:

- Contacting parents of the bully(ies) and victim(s)
- Arranging for parent and/or student interviews
- Organising behaviour cards or behaviour contracts
- Referring students for counselling

Persistent long-term bullying may be grounds for suspension/exclusion and the Senior Executive makes decisions regarding this in accordance with the School's Wellbeing Policy and Discipline Policy and any relevant departmental procedure (for example procedures for suspension or exclusion)..

Bullying interventions at BPHS

At Bossley Park High School we strive to take reasonable steps to deal with bullying incidents as outlined in the Teacher Responses to Bullying section of this document. The implementation of these procedures is supervised by the Deputy responsible for specific year groups, the Head Teacher Wellbeing, and Year Advisors, in conjunction with the Wellbeing and Discipline Policy.

- Once identified, each student involved (including the student engaging in bullying behaviour, the subject of the bullying behaviour and any bystanders), will ordinarily be spoken with, and

incidents or allegations of bullying will be fully investigated and documented

- Where practicable all students will be offered counselling and support
- If student bullying persists, parents will be contacted and consequences implemented, consistent with the school's Wellbeing and Discipline Policy
- Consequences for students will be individually-based, and may involve:
 - Exclusion from class
 - Exclusion from playground
 - School suspension
 - Withdrawal of privileges
- Ongoing counselling from appropriate agency for the students involved Reinforcement of positive behaviours
- Class/Year meetings
- Support structures
- Ongoing monitoring of identified bullies
- Rewards for positive behaviour

Supporting students who have been affected by, witness to, or engaged in, bullying

All students affected by bullying are offered mentoring or counselling.

Counsellors are available at the school for students to self-refer, or Deputies, Year Advisors or teachers may refer students to the counsellor via Sentral.

Students are reminded of these provisions and are offered mentoring by the Deputy, Head Teacher Wellbeing or Year Advisors.

Suitable students may also be selected to provide peer mentoring.

Communication with parents and carers

The Principal, Deputy Principals, Head Teacher Student Wellbeing and/or Year Advisors will make contact with parents as required.

Incidents involving assault, threats, intimidation, or harassment

Staff are to report these types of incidents to the Deputy Principal responsible for the year group. Deputies will assess the situation and refer to the Principal where a decision will be made of the appropriate action to be taken. In incidents involving assaults, threats, intimidation or harassment, the school follows the guidelines as per the Student Suspension and Expulsion policy of the Department of Education. Reports are made to the Police Youth Liaison Officer, Local Area Command and School Safety and Security when required.

Reporting to the Child Wellbeing Unit or Community Services

Staff are to report concerns of child wellbeing to the Principal, Deputy Principal responsible for the year group, and/or counsellor. The Principal in consultation with the Deputy and/or Counsellor will assess the situation and a decision will be made on the appropriate action to be taken.

Complaints handling policy

Bossley Park High School implements the Department of Education Complaints Handling Policy. The Principal deals with formal complaints by following the procedures outlined in the policy at www.dec.nsw.gov.au/about-us/how-we-operate/how-we-handle-complaints. Reasonable disciplinary action conducted in a reasonable manner does not constitute bullying.

Identifying patterns of bullying

The review of Sentral data and reports from the Wellbeing Team will identify the incidents of bullying and the year groups that they are taking place in.

The teacher response section of this document outlines how these will be dealt with along with the annual review and future recommendations made by the Wellbeing Team.

Communicating the Anti-Bullying Plan

The Anti-Bullying Plan will be distributed to all staff members and the Community Support Group (Parents and Citizens). The plan will be placed on the school website and parents will be informed of its location by the Principal's report in the school newsletter. Students will be informed of the plan by the Deputy Principal responsible for their year group.

Monitoring and evaluating the Anti-Bullying Plan

This plan will be presented to the school community for consultation and review on an annual basis. Each year the Wellbeing Team will review the data collected on bullying and will make recommendations to the senior executive on future improvements. By reviewing the types and number of incidents of bullying in a calendar year for each school year group an analysis and conclusion will be made. If there has been a decrease in bullying the programs and practices that led to the decrease will be identifiable and provide valuable feedback for future practices.

Annual reporting on the Anti-Bullying Plan

Each year the Wellbeing Team will review the data collected on bullying and will make recommendations to the senior executive on future improvements. This will form part of the school evaluation process and will be communicated to the school community through the Annual School Report, as well as being integrated into the School Plan.

Review of the Anti-Bullying Plan

The Anti-Bullying data will be reviewed annually by the Wellbeing Team and after any significant issue at the school and their recommendations will be provided to the senior executive for inclusion in the school evaluation of the School Plan. The Anti-Bullying Plan is evaluated every three years. This process involves members from the school community inclusive of staff, parents and students.

Principal's comment

It is extremely important for all people who have an influence on our students' lives to be aware of the types of harassment and bullying that they can be confronted with. It is our aim to provide our school community with the necessary knowledge about harassment and bullying, and the strategies that can be used to assist in dealing with such behaviours. Through a consistent approach at school and in the student's home environment, we can make a difference for all students. Students have a right to an education, and at Bossley Park High School we aim to provide this in a safe and respectful environment.

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