



ANTI-BULLYING AND HARASSMENT POLICY

GUIDING PRINCIPLES

- Alexandra Secondary School is a “Tribes” school. This means that people treat each other with mutual respect, show appreciation for others, listen attentively to each other and do their personal best at all times.
- All students and staff are to be valued and treated with respect.
- All staff and students have a right to work in a safe environment where they are able to develop their talents, interests and goals without intimidation, bullying or harassment.
- All reports of bullying will be taken seriously. Incidents will be thoroughly investigated.
- Everyone in the school community has a role to play in preventing bullying and harassment, and is committed to ensuring a safe and caring environment is fostered
- All forms of bullying, whether it be physical, verbal or cyber, or any other types of bullying are not tolerated at any level.

WHAT IS BULLYING?

Bullying behaviour has three components. For a behaviour to come under this policy it must be:

- Deliberately meant to be hurtful or threatening AND
- Repeated over time AND
- Based on a perceived power imbalance

Bullying can take the following forms:

Physical: This can include fighting, pushing, kicking, aggressive ‘play’ fights, damaging the property of others, spitting or any unwanted touching that is used to harm or intimidate.

Verbal: Includes name calling, teasing, putting others down, spreading rumours, and making comments about a person’s race, gender, appearance, religious or social background.

Visual: Includes offensive notes or materials (written or email), graffiti, giving people ‘looks’ or using non-verbal gestures to intimidate them.

Exclusion: Includes deliberately leaving people out of activities or groups and treating them as though they don’t exist.

Extortion: Includes using standover tactics to control someone else’s behaviour, such as giving someone else their money or possessions, buying them food, doing work for them or picking on someone else.

Sexual: Includes touching or brushing against someone in a sexual manner, sexually explicit and unwanted jokes, drawing or writing about someone’s body, unwanted invitations of a sexual nature, and asking intrusive questions about another person private life.

Cyber: Using technological methods such as the telephone, email, MSN,

Facebook, etc to harass, cause discomfort, or spread rumours.
Cyber-bullying is a criminal offence.

Prevention of bullying requires all people in the school community to work together to provide a safe and caring environment.

RESPONSIBILITIES OF STAFF AT ALEXANDRA SC:

- The school will provide a safe environment for all members of the community
- Staff will be observant of signs of distress or suspected incidents of bullying
- Staff will provide curriculum material and discussion that focuses on developing appropriate social skills, values and behaviours, including conflict resolution.
- Maintain an Advocacy approach which enables students to develop a feeling of connectedness, belonging and trust.
- Be empathetic towards those who report bullying, taking all complaints of bullying seriously and investigating them confidentially and fully.
- Offer support and strategies for the person being bullied.
- Model appropriate conflict resolution and interpersonal skills
- Implement a consistent and fair approach to discipline and behaviour management.
- Provide regular professional development for staff to maintain awareness of issues and strategies involved in preventing and managing bullying at school.
- Encourage students to understand that it is everybody's responsibility to deal with bullying.
- The school computer network will not allow the use of chatrooms, Facebook, and other avenues of cyber-bullying.

RESPONSIBILITIES OF STUDENTS:

- To treat other students and staff with respect and dignity
- To report incidents of bullying to the teacher on duty as soon as possible after it occurs.
- If witnessing bullying; to step in and stop it where possible, or to report it to a teacher as soon as practicable. Show friends / others around that you disapprove of bullying.
- Challenge the inaccurate perception that people who report bullying are 'wimps'. Bullies will continue to bully if they think they will get away with it.
- To maintain confidentiality with phone numbers, email addresses, and personal websites, both their own and those of other students.
- To understand that it is everybody's responsibility to deal with bullying.

RESPONSIBILITIES OF PARENTS:

- To reinforce and model appropriate social behaviours
- Watch for signs of distress in their children, Eg Unwilling to come to school, damaged clothes or belongings, missing equipment, negative changes in behaviour.
- To bring any incidents of suspected bullying to the attention of the school as soon as possible, even if their own children are not involved. If possible, empower their son or daughter to report the bullying themselves, as that can be the first step in standing up to the bully.
- Monitor their child's use of technology regarding what is being sent and received.

- To reinforce appropriate methods of responding to bullies that don't include fighting or physical aggression towards the person bullying
- Help their son or daughter to develop an empathetic and caring attitudes towards students who are bullied.
- Maintain oversight of the use of technology at home in relation to cyber bullying.
- Work with the school to prevent bullying of any form.

When everyone works together, we can create a more positive, caring, healthy and harmonious environment for all.

INTERVENTION PROCEDURES FOR ALL TYPES OF BULLYING:

First Steps:

- Ignore it. Show outwardly that it doesn't upset you.
- If you feel confident to do so, confront the bully as calmly as possible, state that you don't like their behaviour or actions and that you want them to stop and leave you alone.
- Talk it over with your friends, Advocate or parents who may help you to make a constructive plan
- Report the bullying to a trusted teacher, Eg Your Advocate
- Don't forget – telling isn't dobbing. Bullies won't stop if they think they can get away with it.

Staff Procedures:

1. Students identified as being involved in a bullying incident for the first time will be interviewed by the teacher to whom the bullying was reported using the "Shared Method of Concern" approach. An incident report will be completed by this staff member, which will be recorded in the school tracking system and passed on the Senior Advocate and Advocate. The person being bullied will be reassured of their rights and strongly encouraged to report any further incidents of bullying. The staff member will also discuss strategies to avoid bullying in the future with the person who was bullied.
 2. Students identified as being involved in bullying for the second time will be referred to the Senior Advocate, parents notified and disciplinary procedures instigated. Disciplinary action will depend on the severity of the incident.
 3. Students who are identified as being involved in ongoing bullying behaviours will be interviewed with their parents to determine consequences. Appropriate disciplinary action, which may include suspension, will be taken.
 4. In extreme cases of unacceptable behaviour, the school reserves the right to expel a students who creates an unsafe environment for staff and other students, or whose behaviour contravenes the school rules and ethos.
- ** At any stage in the process, counselling is available to those involved in a bullying incident. This may occur through student, parent or staff referral.