

Procedure for Responding to Instances of Bullying



Rationale

At Good Samaritan Catholic Primary School (the School) all categories of bullying, harassment and discrimination will not be tolerated. We have learnt to value mercy and compassion through the story of the Good Samaritan and encourage these values of equality in our school.

The School is committed to promoting positive relationships and encouraging tolerance between all members of the school community and will not tolerate bullying or any forms of harassment, whether it be physical, verbal or cyber bullying.

Purpose

The purpose of these procedures is to ensure:

- a) Consistent professional conduct from all staff members when responding to instances of bullying.
- b) Students are aware of and understand the actions that will be taken by school staff when they respond to instances of bullying.
- c) Parents/caregivers are aware of and understand the actions that will be taken by school staff when they respond to instances of bullying.

Procedure

The following steps are to be taken for all incidents of bullying, harassment and discrimination at Good Samaritan Primary School:

1. Report any incident
2. Investigate any incident
3. Record details of any incident on the official form
4. Develop and implement corrective action
5. Review outcomes of the corrective action
6. Refer incident to School Leadership Team if required

Information to support these steps is detailed in the documents listed below.

Indicators of Bullying

Victim: If children are being bullied they may display some of the following indicators:

- Changes in eating habits, like suddenly skipping meals or binge eating.
- Missing or damaged belongings or clothes.
- Seems to have become fearful or anxious.
- Unexplainable injuries.
- Has mood swings and seems to be more emotional.
- Complaints of feeling unwell or fake illness.
- Asking for, or stealing belongings, money or food.
- Sudden loss of friends or avoidance of social situations and activities.
- Difficulty sleeping, sudden bed-wetting or frequent nightmares.
- Gets angry with others easily.

- Self-destructive behaviours such as running away, harming themselves or others and/or talking about suicide.
- Being hesitant about going online.
- Seeming nervous and upset after using the computer and technology.
- Sudden avoidance of the use of computers and technology.
- Minimising the computer screen, or hiding the mobile phone when you enter the room.
- Spending unusually long hours online in a more tense, pensive tone.

Children may display some of the following behaviours as a result of being bullied:

- Doesn't want to go to school.
- Lowered school performance.
- Sudden loss of independence and separation anxiety from parent or carer.
- Decreased self-esteem.

Indicators Of Bullying

Bully: If children are the bully they may display some of the following indicators:

- Get into physical or verbal fights.
- High self-esteem and good verbal skills to talk themselves out of trouble.
- Are increasingly aggressive to achieve their own goals.
- Show less signs of anxiety than others.
- Have unexplained extra money or belongings.
- Be unwilling or unable to value difference.
- Be less empathetic than others.
- Be preoccupied with their own goals and not concerned about the rights of others.
- Having little or no regard for interests, beliefs or attitudes other than their own.
- Don't accept responsibility for their actions and are quick to blame others.

Bystanders: May have the following concerns:

- Not knowing what to do or not wanting to make the situation worse.
- Not knowing if their actions will make a difference.
- Feeling worried about their safety if they intervene.
- Feeling worried about the impact of taking action on their friendships.
- Being anxious that they will be bullied as a result of intervening.

When bystanders take positive action, bullying has been shown to stop within 10 seconds. See:

- Stop Bullying: <http://www.stopbullying.gov/at-risk/warning-signs/#bullied>
- Bullying No Way: <http://bullyingnoway.gov.au/parents/seen-bullying/index.html>
- BullyStoppers: <http://www.education.vic.gov.au/about/programs/bullystoppers/Pages/roles.aspx>

Communication and Evaluation

The Prevention and Management of Bullying Policy and its associated procedures will be widely promoted to all students, staff, parents/carers and the local community.

This policy will be reviewed biannually.

Supporting Policies and Procedures

The Procedure for Managing Instances of Bullying is part of a suite of school policies and procedures that promote positive relationships and encouraging tolerance between all members of the school community.

Promoting Student Engagement and Positive Behaviour Framework

Child Safe Policy

Prevention and Management of Bullying Policy

Procedure for Managing Inappropriate Student Behaviour