# Preventing and Managing Bullying Policy

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Bullying is a learned behaviour which is unacceptable. However, bullying behaviours can be changed. Yanchep Secondary College takes an educative approach to managing and preventing bullying. The College's processes and activities promote the development of the values and behaviours that create and maintain inclusive, safe and supportive education environments.

## Definition of bullying:

Bullying is an ongoing misuse of power in relationships through repeated verbal, physical and/or social behaviour that causes physical and/or psychological harm. It can involve an individual or a group misusing their power over one or more persons. Bullying can happen in person or online, and it can be obvious (overt) or hidden (covert).

Bullying may involve one or more of the following:

- **Verbal bullying**: The repeated use of words to hurt or humiliate another individual or group.
- **Social/relational bullying**: Involves repeatedly ostracising others by ignoring someone or keeping them out of conversations, convincing others to dislike or exclude an individual or group, spreading rumours, and sharing information or images that will have a harmful effect on the other person.
- **Physical bullying**: Includes violent actions towards another person which involves hitting, pinching, biting, pushing, pulling, shoving, damaging or stealing someone's belongings, and unwanted touching.
- **Cyberbullying**: Involves the use of technology to bully a person or group to hurt them socially, psychologically or even physically.
- **Bystanders**: Bystanders are those who are aware of, or witnesses to, the bullying situation.

Behaviours that **do not** constitute bullying include:

- Mutual arguments and disagreements (where there is no power imbalance)
- Not liking someone or a single act of social rejection
- One-off acts of meanness or spite
- Isolated incidents of aggression, intimidation or violence

However, these conflicts still need to be addressed and resolved.
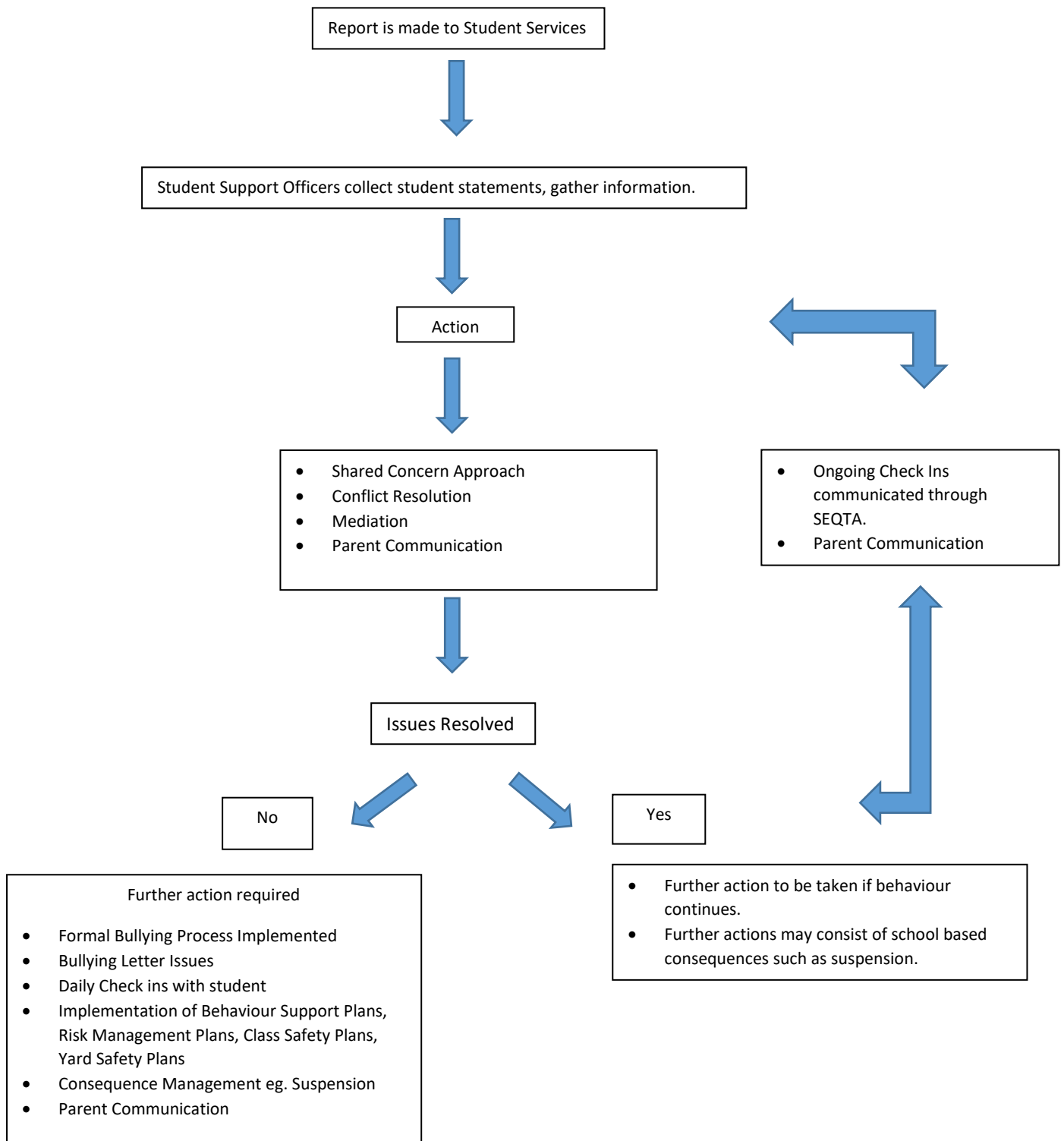Reference: Definition of Bullying |© 2016 | Bullying No Way | www.bullyingnoway.gov.au

## Prevention Strategies

Teaching staff at Yanchep Secondary College implement teaching strategies and classroom management strategies that teach and encourage positive behaviours. Supportive and inclusive classroom environments are important in ensuring students feel safe and able to learn.

- **Yanchep Approach –** Underpins all teaching and learning programs and provides the framework for the teaching and recognition of respectful and pro-social behaviour.
- **GEM Programme –** The College's social and emotional learning program that builds student capacity in empathy, tolerance, assertiveness and social coping skills.
- **Student Leadership Support –** Student mentors to work with younger students that increases peer relationship and trust within the students.
- **Respectful Relationships Programme -** Programme targeted towards students in years 7-9 that emphasises the importance of appropriate language and appropriate social relationships.
- **Student Services –** To assist with peer issues and resolve situations before they become more serious.
- **Good Standing Policy –** Students who maintain their Good Standing are invited to participate in extracurricular activities.

**Managing and Responding Strategies**

Early identification and effective responses reduce the associated risks and potential long-term harms caused by bullying. When a student reports a bullying concern various actions are implemented to address the issue. The flow chart below illustrates the process and follow up procedures:

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                    ┌────────────────────────────────────┐
                    │   Report is made to Student Services │
                    └────────────────────────────────────┘
                                    │
                                    ▼
        ┌──────────────────────────────────────────────────────┐
        │ Student Support Officers collect student statements,   │
        │ gather information.                                     │
        └──────────────────────────────────────────────────────┘
                                    │
                                    ▼
                            ┌──────────────┐
                            │    Action    │
                            └──────────────┘
                                    │
                                    ▼
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| Action Box | Ongoing Box |
|---|---|
| • Shared Concern Approach<br>• Conflict Resolution<br>• Mediation<br>• Parent Communication | • Ongoing Check Ins communicated through SEQTA.<br>• Parent Communication |

**Issues Resolved**

**No** → Further action required

- Formal Bullying Process Implemented
- Bullying Letter Issues
- Daily Check ins with student
- Implementation of Behaviour Support Plans, Risk Management Plans, Class Safety Plans, Yard Safety Plans
- Consequence Management eg. Suspension
- Parent Communication

**Yes** →

- Further action to be taken if behaviour continues.
- Further actions may consist of school based consequences such as suspension.

**Yanchep Secondary College – Student Support Team**

Yanchep Secondary College has a range of support networks within the school who are dedicated to supporting the student experience at the school. Our supports consist of:

- 2 x Program Coordinators – Lower School & Upper school
- 6 x Heads of Year – Attendance management and Academic Progress
- School Psychologist
- Student Support Coordinator
- Student Support Officers
- Aboriginal and Islander Education Officers
- Community Health Nurse
- Attendance Officer

**Social Media Conflict & Online Bullying**

If a complaint is received by a student or a parent regarding social media conflicts and harassment online that occurs outside of school, parents of all students involved may be contacted. If the issue is on-going and/or is highly inappropriate and offensive, the school will advise the parent/guardians to:

- Keep all evidence of online bullying/harassment or any other type of offensive behaviour. This may involve screen shots or printed transcripts, ensuring they are time stamped.
- Compile this material and deliver it to the appropriate authorities (e.g. Police) for processing.
- Pursue legal advice and take action if required.

**Parental Support with Social Media:**

- Ensure your child is aware of how the privacy and security settings work.
- Ensure your child knows how to report a problem and understands how to change his/her password.
- Create an account yourself and be your child's friend.
- Know your child's password.
- Create clear rules and boundaries that supports the responsible use of social media and your expectations as a parent.

**Preventing Bullying is EVERYONE'S Responsibility**

What can we do:

**Staff:**

- Follow the Yanchep Approach and maintain an effective Teaching and Learning Environment.
- Listen, Report and refer any report of bullying to Student Services.
- Ensure clear and transparent communication with families.
- Educate students of the effects of bullying.

**Students:**

- Treat all members of the school community with respect and kindness.
- Understand that 'It was only a joke' is not an excuse.
- Work openly and honestly with staff.
- Report any bullying issues to a staff member
- Act as an Active Bystander

**Parents:**

- Contact the school if you believe your child is experiencing bullying type behaviour.
- Encourage your child to report any issues to the school or yourself.
- Work effectively with the school in responding to and dealing with any bullying.
- Encourage your child to treat all members of the community with respect and kindness.

**Additional Resources**

- https://bullyingnoway.gov.au/  – Safe and Supportive School Communities (SSSC) Project; Queensland Department of Education, Training and Employment on behalf of the Australian Education Authorities (2018)

- https://www.esafety.gov.au/ – Office of the eSafety Commissioner; Australian Government

- https://cybersavvy.telethonkids.org.au/ – Cyber Savvy; Telethon Kids Institute

- https://studentwellbeinghub.edu.au/  – The Student Wellbeing Hub; Federal Government Department of Education and Training (2017)

- https://www.telethonkids.org.au/our-research/brain-and-behaviour/development-and-education/health-promotion-and-education/friendly-schools/ – Friendly Schools; Telethon Kids Institute

- https://beyou.edu.au/ – Be You; Australian Government Department of Health, Headspace, Early Childhood Australia

- http://thinkuknow.org.au/ – ThinkUKnow Australia; Australian Federal Police (AFP)