



ST. COLUMBA'S CATHOLIC PRIMARY SCHOOL BULLYING AND HARASSMENT POLICY

PROCEDURES TO ADDRESS BULLYING AND HARASSMENT

We believe that everyone has the right to feel safe and happy at St. Columba's Catholic Primary School.

DEFINITION

Bullying is an ongoing form of aggressive behavior which is usually hurtful, threatening, frightening and deliberate.

It can be:

1. Verbal – name calling, teasing, swearing, racist remarks, extortion
2. Physical – pushing, punching, spitting, rude gestures
3. Indirect – rumours, exclusion from groups
4. Cyber – sms, emails, chat rooms, Facebook, You-tube

A victim is a person or group that feels unsafe as a result of the behavior of others and who does not have the resources, status, skill or ability to counteract or stop the behaviour.

Students are encouraged to:

1. Tell a staff member of any incidents of bullying or harassment.
2. Express disapproval towards bullying behaviours.
3. Walk away and get help when a bullying incident is occurring rather than stand-by.
4. Be aware of teasing or personal remarks.
5. Give support to students who may be being bullied.

Teachers will:

1. Take bullying seriously.
2. Support students who are being bullied.
3. Reinforce to children that nothing is so awful we can't talk about it with someone.
4. Explicitly teach, as part of the school curriculum, what bullying is. Elicit assertive practices for students who are being bullied and ways that students can help to stop bullying.
5. Address bullying behaviours at the time of an incident by using the support group approach to bullying.
6. Refer information about any bullying incidents to the Administration Team.
7. Support identified bullies to change their behavior in the classroom and school grounds.

The Administration Team will

1. Take bullying seriously.
2. Follow the process outlined in the Support Group Approach Flow-Chart.
3. Make debriefing sessions available to any staff member affected by negative student behavior.
4. Make professional development available to any teaching staff member who is experiencing difficulties in managing student behavior.
5. Refer families to the School Psychologist, School Social Worker and/or Family & Child/ren's Services where appropriate.

Parents should:

1. Watch for signs of stress and/or distress in their children, including an unwillingness to attend school, onset of headaches, stomach aches or bruising, toys or equipment going missing, requests for extra pocket money or damaged clothing or books.
2. Request an interview with the child's teacher and/or Administration Team if they suspect their child is being bullied or is bullying others.

STEPS IN THE METHOD OF SUPPORT GROUP APPROACH:

1. Teacher receives information about the incident/s or makes the observation.
2. Consults with relevant teachers.
3. Meets with the student who has asked for help or been identified.
4. If incident is isolated facilitates friendship strategies, conflict resolutions or refers to the Behaviour Management Policy.
5. If bullying is identified, advise Administration Team.
6. Meet with group of students identified as being involved in the incident. Communicate feelings of student who asked for help or was identified. Elicit suggestions to improve peer relationships.
7. Complete incident report form.
8. Notify all parents.
9. Arrange follow up meeting, one week after initial meeting, with each individual to determine whether changes in behavior have been made.
10. After follow up meeting, **no further action is required unless there is no resolution. Further action** may include referral to School Social Worker, School Psychologist or Family and Children's Services.