

### STEP 3

- Gather information from both parties
- Talk to all parties involved – victim, bully, witnesses
- LISTEN and reserve judgement
- Treat reports of bullying SERIOUSLY
- Take written statements of serious incidences
- Incident recorded on playground clipboard and given to student's class teacher
- Record on central data base

### STEP 4

- Act on information and decide on appropriate intervention/response/consequence
- Implement the intervention/response/consequence
- Inform Principal/Deputy Principal of repeated/serious cases
- Communicate to relevant staff and personnel
- Contact parents in serious/repeated cases

### STEP 5

- Monitoring of known bullies
- Monitor intervention
- Follow-up with all students involved
- If intervention is successful, problem is solved
- If intervention is not successful, try another intervention
- Document process

## PARENT'S RESPONSE TO BULLYING AND HARASSMENT

The following points are for you to consider if you know or suspect your child is being bullied.

- Be aware of the signs of bullying or distress in your child. These could include saying they are sick (headaches/stomach aches), unwillingness to come to school, belongings going missing, bruises, damaged clothing or belongings, request for extra pocket money.
- Take an interest in your child's friends and social life.
- Listen to and take your child seriously.
- Be guided by your child's feelings. Involve them in making decisions about what you are going to do.
- Contact the school to make an appointment.
- Work collaboratively with school to resolve issue – we encourage you not to take matters into your own hands and don't talk directly to the other students involved.
- Approach matter calmly - avoid overreacting.
- **Early contact with the school is essential**
- Give the school adequate time to investigate the matter.
- Offer and teach your child a variety of positive or proactive strategies.
- Monitor their progress and communicate with the school about any further concerns.



# Gatton State School

## Bullying and Harassment Policy



Every student and adult attending Gatton State School has the right to enjoy his/her learning or teaching and leisure time free from bullying or harassment.

## DEFINITION OF BULLYING

Bullying is when individuals or groups, persistently over a period of time, behave in ways which cause another person to feel hurt, physically or non-physically.

## WHAT IS BULLYING?

**Bullying behaviours may include:-**

### Physical

- Hitting
- Kicking
- Shouldering
- Punching
- Pushing and shoving
- Spitting
- Throwing objects
- pinching

### Non Physical

- Name calling
- Racial insults
- Threatening
- Put-downs
- Intimidating
- Teasing
- Ridiculing
- Making someone give money, food against their will
- Using offensive language

## Harassment

- Intimidating
- Instilling fear
- Extorting
- Threatening
- Ostracising
- Spreading rumours
- Ordering other students around
- Behaving in a manner which caused another student to fear for their safety
- Hiding, damaging, moving property

## Social Alienation

- Being ignored and left out
- Manipulating friendships
- Silent treatment
- Gossiping
- Embarrassing someone publicly
- Humiliating someone
- Social rejection
- Excluding from the social group

## WHAT ARE WE DOING TO PREVENT BULLYING?

Research on bullying is well documented and the results of this indicate that bullying can be very serious for both the bully and the bullied student. At Gatton State School, we use the curriculum to work on aspects of bullying wherever possible. Professional development in the

area of Behaviour Management - Bullying and Harassment is available for teachers.

## PROACTIVE PROGRAMS AND STRATEGIES

- **Individual Programs** – Self esteem, dealing with bullying and harassment
- **Social Skills Programs** – Various social skills programs are available for teachers to use
- **Human Relationships Program** – Bullying is discussed in the Human Relationships Program at school, as well as teachers covering bullying within the class whenever a situation arises.
- **Bullying Awareness/Anti-Bullying Programs** – Bullying Programs are available for teachers to use on a regular basis or when the need arises

## WHAT WILL WE DO WHEN BULLYING IS REPORTED?

### STEP 1

Bullying/harassment incident is reported

### STEP 2

Calmly intervene and diffuse incident if necessary