



## Annexure B : Our School's Anti-Bullying Policy

### Table of Contents

<b>1. What is bullying?</b>	<b>2</b>
<b>2. Our School's approach to bullying</b>	<b>2</b>
<b>3. The reporting and disciplinary process for suspected or experienced bullying</b>	<b>3</b>
<b>4. Our School's approach to preventing bullying</b>	<b>4</b>

## 1. What is bullying?

---

- 1.1 Broadly speaking, bullying can be defined as deliberately hurting someone through physical, verbal, cyber and/or emotional abuse. It involves the intention to hurt, threaten, frighten, injure, or intimidate another.
- 1.2 The victim is usually powerless or feels powerless to do anything about it. The bully may operate on his/her own or as part of a group.
- 1.3 *An important characteristic of bullying is that it is most often sustained over time, with the victim repeatedly subjected to such behaviour. However, bullying can also occur on a single occasion where actual or perceived social or physical power is used to harm, intimidate, or otherwise threaten.*
- 1.4 Bullying often involves a misuse of power, is extremely hurtful and is not invited by the victim.
- 1.5 Conflict situations that do not involve an imbalance of actual or perceived social or physical power cannot be classified as bullying. Similarly, being rejected or disliked by another does not constitute bullying. However, if these situations are not resolved, they may develop into bullying situations if there is a deliberate and sustained attempt to hurt, cause unhappiness and/or exclude others.
- 1.6 Bullying may involve one or a combination of the following behaviours (whether in person or on social media, group chats or online platforms):
  - Teasing others,
  - Picking on others,
  - Mocking others,
  - Taunting others,
  - Using hurtful names (this may involve race, religion or personal attributes of the person),
  - Threatening others,
  - Intentional hitting, punching, kicking, and bumping of others,
  - Telling lies / spreading rumours about another,
  - Damaging or taking away another's property,
  - Repeatedly "putting down" / "roasting" / "dissing" another, and,
  - Deliberately excluding, ignoring, or avoiding others.

## 2. Our School's approach to bullying

---

The School commits to combatting all instances of bullying using a fair and restorative disciplinary approach. Both the victim and the bully will receive help.

Notwithstanding the School's approach to bullying set out in section 2, there may be situations where bullying is so severe that the fair and restorative disciplinary approach would, in the School's opinion, be inadequate or inappropriate. More serious consequences will follow in these cases, in line with Our School's Disciplinary Policy.

### 3. The reporting and disciplinary process for suspected or experienced bullying

---

- 3.1 Boys, parents and/or staff who become aware of or suspect bullying must inform the School as soon as possible by reporting the incident/s to the relevant class teacher/s or the Pastoral Care team in accordance with this section 3. The parents of the suspected victim and bully should not approach each other or the suspected bully/victim.
- 3.2 Reports of bullying can be made either orally or in writing. Once a verbal report is made, the boy needs to describe the incident in writing.
- 3.3 The teacher or Pastoral care member receiving an oral report of bullying must complete section I of the Complaint Form (Annexure 1 of Our School's Disciplinary Policy) and report the incident to the Head of Grade (HOG) and the Head of Pastoral Care.
- 3.4 Written reports should be made using section I of the Complaint Form (attached to Our School's Disciplinary Policy). The class teacher or member of the Pastoral care team to whom the incident is reported is responsible for reporting the incident to the Head of Grade (HOG) and the Head of Pastoral Care.
- 3.5 Once informed, the staff must act as quickly as possible to deal with the situation.
- 3.6 The Head of Pastoral Care will consider each complaint individually and determine in consultation with the relevant class teacher how the incident may best be resolved in line with the underlying principles of Our School's Code of Conduct and Our School's Disciplinary Policy. The School Psychologist may also be called upon should it be deemed necessary.
- 3.7 The class teacher *must* ensure that the boy/s accused of bullying is/are made aware of the seriousness of the allegation and his/their actions.
- 3.8 If the incident is considered serious or relates to a so-called "repeat offender", the Head of Pastoral Care must report it to the Deputy Head: Social Justice, Wellness and Community Building, or the Senior Prep/ Junior Prep Head, as appropriate.
- 3.9 The parents of all boys involved in the incident will be informed of the incident and the measures taken by the School in response. If necessary, the parents of the victim/s and the bully/ies will be called to discuss the incident and an intervention strategy. The underlying principles of Our School's Code of Conduct and this policy will guide this engagement process and intervention strategy. Depending on the circumstances of each case, this process and strategy may involve informal or formal disciplinary action as per Our School's Disciplinary Policy.

#### 4. Our School's approach to preventing bullying

---

- 4.1 The School must ensure a general awareness amongst boys, parents and staff of bullying and the School's approach to combatting bullying as per section 2 of this policy.
- 4.2 *At the commencement of each term, class teachers must discuss and display our School's tips to combat bullying and ensure that this resource is available to parents.* Teachers are also responsible for incorporating bullying into class discussions from time to time to build awareness amongst boys about what bullying is and what to do if they are unhappy with how others are behaving towards them or other boys.
- 4.3 The School will closely examine the curriculum and other educational opportunities around this topic in age-appropriate ways, as well as the upskilling of teachers to deal with bullying incidents appropriately and encourage a school and community-based culture of kindness and tolerance. The School will support grade-specific and general initiatives or programmes to promote a safe boy environment. The initiatives implemented will work towards preventing bullying incidents and proactively build better relationships and a sense of community. These include, but are not limited to:
- Awareness of the School's anti-bullying policy,
  - Symposiums with staff, boys, and parents,
  - Training and professional development sessions for staff,
  - Workshops with parents,
  - Appropriate reading material in each Grade, and,
  - A variety of books in the library.

