


Document Title: Anti-Bullying Policy	 EMMANUEL ANGLICAN COLLEGE <i>Learning ~ Living ~ Leading</i>
Section: Student Support and Management	
Date Updated: March 2024	

Anti-Bullying Policy

Scope:

This policy applies to all staff and students at the College.

Responsible Officers:

Deputy Principal oversees the policy which is implemented by The Director of the Primary School and Wellbeing Leaders in the Primary School. The Director of the Secondary School and the Leaders of House implement the policy in the Secondary School. The College Counsellors and College Chaplain both have a vital role in the support of students across the College as a whole who are victims and perpetrators of bullying.

Statement of Purpose:

At Emmanuel Anglican College (EAC) we believe that every student has the right to learn in a supportive, caring and safe environment that values and promotes the wellbeing of every member of our community.

Definition of Bullying:

Bullying is an ongoing and deliberate misuse of power in relationships through repeated verbal, physical and/or social behaviour that intends to cause physical, social and/or psychological harm. It can involve an individual or a group misusing their power, or perceived power, over one or more persons who feel unable to stop it from happening.

Bullying can happen in person or online, via various digital platforms and devices and it can be obvious (overt) or hidden (covert). Bullying behaviour is repeated, or has the potential to be repeated, over time (for example, through sharing of digital records).

Bullying of any form or for any reason can have immediate, medium and long-term effects on those involved, including bystanders. Single incidents and conflict or fights between equals, whether in person or online, are not defined as bullying.

It should be noted that not all bad behaviour is bullying behaviour. Students may act inappropriately and even cause others harm but this does not immediately infer bullying. All bad behaviour will be addressed by the College using the Student Behaviour Support Model.

Emmanuel Anglican College's Anti bullying Policy is an integral part of the Student Behaviour Support Model which aims to promote positive student behaviour, prevent anti-social behaviour, and encourage respect, compassion and cooperation. To promote positive behaviours and positive relationships between students, the College has developed a whole school approach that focuses on the following principles:



- Every person has a right to enjoy their time at EAC free from fear and persecution in any form.
- EAC recognises that bullying takes a wide variety of forms including physical, verbal, social and psychological, overt, covert and cyber.
- Every member of the College community has the responsibility of ensuring the physical and psychological safety of other members of the community.
- EAC expects every person to show respect for others.
- EAC's anti bullying policy extends beyond the immediate College grounds to include travel to and from the College. Cyberbullying and other out of school contact amongst the College community will be acted upon if they impact adversely upon the reputation of the College or the good order and conduct of the College.

Overall College Responsibilities:

EAC will endeavour to provide a supportive environment which encourages positive relationships among all members of the College community by:

- Identifying specific staff to oversee the introduction and continuing implementation of this policy.
- Providing reporting methods for students, staff and parents to support the policy.
- Acting immediately to investigate any reported cases of bullying.
- Developing a range of consequential, educative and restorative measures.
- Providing a proactive approach through targeted pastoral care programs.
- Supporting all concerned (the person who alleges they are being bullied, or the person reporting the bullying, the alleged bully and bystanders) with a view to resolving all issues involved in the bullying.
- Affirming the expectation that staff and all members of the College community including parents, will model appropriate anti bullying behavior.
- To be observant of signs of distress in staff or students, or suspected incidents of bullying.
- Develop pastoral care programs that promote resilience, life skills and protective factors e.g. Peer Support, Peer Mediation, and Buddies.
- Promote active leadership of the EAC Student Representative Council.
- Regular surveying of students, staff and parents.

Responsibilities of EAC Staff:

- To model appropriate behaviour at all times, respecting individual differences and diversity.
- To reinforce the message that bullying is not accepted or tolerated.
- To treat seriously all reports or observed incidences of bullying. This means that staff must proactively document incidents in TASS. This allows the Leader of House, Wellbeing Leader or Deputy Principal to be able to track repetitive behaviours.
- To report incidences of bullying to the relevant Leader of House, Wellbeing Leader or the Deputy Principal. This report can be given in writing or via TASS database.
- To ensure that students are supervised at all times.
- To address any anti-social behaviours exhibited in their classroom or observed whilst they are on playground duty. The premise here being that one off incidents need to be stopped in their tracks by picking students up on initial behaviour.



- Primary class teachers and Secondary pastoral care teachers will clarify the EAC Anti-Bullying Policy to all students at the commencement of each school year or when enrolling as a new student.
- Staff and students will promote the philosophy of 'No Put Downs'.
- Staff will provide programs that promote the safe use of technology both inside and outside of the College.
- Staff will model appropriate behaviour at all times
- Conduct and monitor a proactive supervision roster before school, during recess and lunch breaks and after school.
- Wellbeing Leaders in the Primary School; Leaders of House in the Secondary School, Counsellors, Chaplain, the Director of the Primary School, the Director of the Secondary School and Deputy Principal must ensure that records of incidents are maintained on the TASS database.

Responsibilities of EAC Students:

- To model appropriate behaviour at all times, respecting and celebrating individual differences and diversity.
- To reinforce the message that bullying is not accepted or tolerated.
- To assist someone who is being bullied. Be an upstander rather than a bystander.
- To refrain from bullying others at any time before, during or after the school day.
- To inform a member of staff if they are being bullied or if they see someone else being bullied - both at the College and on the way to and from the College.

Responsibilities of EAC Parents:

- To understand the definition of bullying as defined in this policy.
- To model appropriate behaviour at all times, respecting and celebrating individual differences and diversity.
- To reinforce the message that bullying is not accepted or tolerated.
- To instruct their children to tell the appropriate authorities if they are bullied.
- To look out for signs that their child may be bullied.
- To inform the Pastoral Care teacher, Wellbeing Leaders in the Primary School; Leaders of House in the Secondary School, the Director of the Primary School, the Director of the Secondary School or Deputy Principal if they know or suspect that their child or any other child is being bullied at the College.

Forms of Bullying:

Bullying may take many forms and includes:

Physical

- Pushing or pulling or otherwise intimidating another person.
- Hitting or physically attacking someone.
- Damaging, removing or hiding another person's possessions without their permission.
- Unwanted, repeated physical contact.



Verbal

- Putting down, name teasing, ridiculing others or belittling their achievements.
- Creating and spreading rumours.
- Demanding money or possessions.
- Verbally attacking someone about their race, religion, culture, sexuality, gender, ethnicity, appearance or individual traits.
- Making physical threats.
- Making sexual references, accusations, claims or comments.

Cyber Bullying

- Sharing personal information or images relating to a person without their permission.
- Sending repeated, unwanted, offensive or aggressive electronic messages.
- Altering, interfering with or sharing personal web pages without an individual's permission.
- Using social media platforms to vilify, ridicule or make derogatory comments about an individual.
- The school network cannot be used as a vehicle to access social media platforms under any circumstances.

Social and/or Psychological

- Purposely excluding someone from an activity.
- Making menacing gestures at another person.
- In some contexts the obvious and deliberate ignoring of someone.
- Causing someone to feel afraid through intimidation by an individual or a group.
- Harassing, stalking or intimidating an individual.

Some Common Misconceptions

"I was just mucking around. Can't they take a joke?"

This is the most common response from the bully. In fact, bullying is not a 'joke'. It is not funny to ridicule someone, to make them feel uncomfortable, to hurt them or to push them around.

"I don't want to cause trouble"

This misconception comes from the person who is the target of the bullying, who thinks that they are the cause of the problem. Everyone has the right to feel safe at College. You are only standing up for yourself when you report that you are being bullied.

"It is just a natural part of growing up"

This misconception often comes from adults, but the truth is that there is absolutely nothing 'natural' about being victimised. People have a right to feel safe at College and during travel to and from



College.

“No-one can do anything about it”

Most cases of bullying are sorted out very quickly, especially if bullying is reported sooner rather than later. The College is committed to resolving these problems, but students must communicate with College staff if we are to have any chance of making a difference.

“Dobbing is a bad thing to do”

Bullying is the bad thing. Telling the truth is a good thing. By telling the truth you are standing up for your rights as both an Emmanuel Anglican College student and as a human being. It takes character and intelligence to stand up for your rights. Bullies try to intimidate people into maintaining a ‘code of silence’ because they can continue to harm people for as long as they wish. Bullying continues when people fail to report what is happening. Speaking up disempowers the bully.

What students can do

If you feel that you are being bullied, you may try these suggestions, in the first instance:

- Ignore the bullying; avoid an argument and simply walk away. Just because someone is ‘hassling’ you does not mean that you must respond to their negativity. Ignoring usually works best on the first occasion that bullying occurs.
- Talk to the person. With people you know, such as a classmate, talk about the problem in an assertive, but not aggressive, manner. Let the person know that you do not like being treated unfairly. You must speak in a calm, clear voice and describe the behaviour that you dislike. For example: “I want you to stop making fun of my name.”
- Calm the situation down. Sometimes you can make the situation better by asking a question, such as, “Why are you trying to give me a hard time?” or “Tell me what I did wrong. Maybe I’ll apologise and we’ll be friends again”. Or make a joke that does not insult the other person. Such responses are unexpected and bullies often back down because they have not received the response they had hoped for.

If you are being bullied:

- Tell someone as soon as possible. Tell a parent, teacher, Pastoral Care Teacher, Leader of House, Wellbeing Leader, Chaplain, Counsellors, the Director of the Primary School, the Director of the Secondary School, Deputy Principal or Principal. If you prefer, you can choose someone else to tell but choose someone who can follow up on your concerns.
- Accept that telling someone about being bullied is your right and that you are not being ‘weak’, but rather you are being both truthful and assertive. You are not the problem. The problem is the bully, and the bully needs help. Bullies will never get the help they need if you cover up for them by not telling about their actions.
- Understand that Emmanuel Anglican College assures you that the situation will be investigated,



your complaint addressed and the appropriate action taken to resolve the situation.

Procedures for responding to allegations of bullying

Once a staff member is made aware of an allegation of bullying they need to assess the situation and decide the best way to respond to the allegation. This may include gathering further information and detail from the students involved and bystanders. If the staff member judges the situation to be minor in nature and not bullying they will manage this incident as appropriate. If the teacher judges the situation to involve a serious incident of either bad behaviour or bullying then, where possible, they will ask each of the students involved to write a description of the incident and then complete a pastoral communication/incident report which they pass on to the Leader of House or Wellbeing Leader.

The Student Behaviour Support Model and its accompanying procedures have a number of avenues for recording and responding to bad behaviour. If the teacher determines it is bad behaviour then they will take the appropriate action.

If the teacher and/or Leader of House, Wellbeing Leader determine the incident to be bullying then they will liaise to develop an appropriate response. This will be determined by the nature of the bullying including the form it takes, the length of time it has been going on, the impact on the person being bullied and if the offender has received consequences and remediation previously.

The College approach to dealing with an incident(s) of bullying centres on issuing appropriate consequences, providing information and education for those involved, restoration of right relationships and informing/including relevant groups such as parents, teachers, Principal and so on.

The Leader of House or Wellbeing Leader will determine the appropriate combination of strategies to effectively manage the situation. This may also include informing or involving the Director of Primary or Director of Secondary. The Leader of House or Wellbeing Leader will also inform the parents of all relevant parties. Very serious and/or ongoing incidences of bullying will be dealt with by the Deputy Principal and/or Principal and may include very serious consequences such as suspension, expulsion and the involvement of police and other agencies.

The College Counsellors and College Chaplain work in concert with the Leader of House, Wellbeing Leader and the Director of the Primary School and the Director of the Secondary School to support and guide students who are both victims and perpetrators of bullying. Their role is not connected to behaviour management of the incidences but rather directed towards restoration of the relationship and support of the individuals involved.

Consequences of Bullying at EAC

If it is confirmed that a student has in fact been bullying another student, all or some of the following consequences will apply:

- Involvement in a mediation process which will involve resolving the situation and building empathy for the victim. This will be actioned via using a restorative justice approach.
- Referral to the appropriate Wellbeing or Pastoral Care staff member followed by ongoing monitoring of the students involved.
- Parents will be immediately contacted by the College.
- Certain privileges may be withdrawn (e.g. exclusion from the playground, excursions, retreats).



- Sanctions outlined in the School's Student Management System such as detention, suspension or expulsion.
- Compulsory counselling here at school or by an offsite counsellor, depending upon the severity and nature of the behavior.
- If the bullying is habitual and all courses of action have failed to resolve the situation then the student who is the perpetrator will face the possibility of having his/her enrolment at the College cancelled.

Concluding Statement:

Bullying is an issue for all schools and at Emmanuel Anglican College we take the issue very seriously. Through the Christian ethos of the College it is our wish that we can create an environment where bullying is deemed to be unacceptable because it is foreign to our ethos and values as a College community. Our focus on the welfare of each individual student will be beneficial to all students of our College community.