



FORBES HIGH SCHOOL

ANTI-BULLYING PROCEDURE 2020

Bullying can be defined as any intentional, repeated behaviour by an individual or group of individuals that causes distress, hurt or undue pressure.

Bullying can involve all forms of harassment, humiliation, domination and intimidation of others.

Bullying behaviour includes:

- **verbal** e.g. name calling, teasing, abuse, putdowns, sarcasm, insults, threats;
- **physical** e.g. hitting, punching, kicking, tripping, spitting, stealing, pushing, throwing things, making others do things they don't want to do;
- **social** e.g. ignoring, excluding, ostracising, alienating, making inappropriate gestures, hiding or damaging another person's property, inappropriate use of mobile phones, malicious messages;
- **psychological** e.g. spreading rumours, dirty looks, hiding or damaging possessions, malicious messaging online, inappropriate use of cameras, forcing a student to do something against their will;
- **racism** – making racial slurs, mocking cultural traditions, making offensive gestures;
- **sexual** – unwanted physical contact, offensive jokes, abusive comments related to supposed sexual behaviour, prejudice or stereotyping against an individual based on their gender or sexual orientation;
- **cyber bullying** – all communications through technology that seek to threaten, humiliate, intimidate, control or put another person or persons down.

At Forbes High School we believe bullying in any form is unacceptable and will not be tolerated.

Teachers, students, parents, carers and members of the wider school community have a responsibility to work together to address bullying.

Students at Forbes High School have a responsibility to:

1. Be aware of wrong-doing and help prevent it;
2. Treat others with respect, empathy and consideration;
3. Appreciate the rights and respect the beliefs of others;
4. Respond to incidents of bullying by reporting it to teachers.

Parents and carers have a responsibility to:

1. Support their children in all aspects of their learning;
2. Support their children in developing positive responses to incidents of bullying consistent with the school's Anti-Bullying Procedure.

Staff have a responsibility to:

1. Respect and support students in all aspects of their learning;
2. Model appropriate behaviour and report suspicions of bullying to the Year Advisors, HT Wellbeing, Deputy Principal/s or Principal.

The school has a responsibility to:

1. Educate the school community about the nature and impact of bullying;
2. Educate the school community about its Anti-Bullying Procedure through targeted student wellbeing sessions, staff professional learning and parent meetings;
3. Respond to allegations of bullying and ensure the procedure is adhered to;
4. Review this procedure on a regular basis in line with all Wellbeing procedure reviews.

In response to allegations of bullying, the school will:

1. Investigate the claims thoroughly and counsel the victim and the bully(ies);
2. If the claims of bullying are proven, then consistent with Forbes High School's Anti-Bullying Plan and disciplinary procedures the following steps will be taken:

First reported incident:

- Staff member receiving information about bullying incident to log on Sentral and refer to Year Advisor;
- Refers to Year Advisor to record on Sentral as *first* incident;
- Year Advisor completes the Bullying Notification Form with the student reporting the incident and the victim;
- Year Advisers complete Anti Bullying Agreement and parent/carer(s) contacted;
- Mediation conducted by Year Advisor and/or Girls/Boys Advisor.

Note: (relevant Deputy Principal to intervene if incident is severe)

Second reported incident:

- Appropriate personnel manages incident and records on Sentral as *second* incident;
- Year Advisor refer to Deputy Principal;
- Deputy Principal issues an Anti-Harassment Agreement;
- Formal Caution issued and parents/carer contacted;
- All parties to partake in mediation conducted by Deputy Principal, Year Advisor and Student Support Officer.

Third reported incident:

- Appropriate personnel manages incident and records on Sentral as *third* incident;
- Short suspension;
- All parties referred to the School Counsellor;
- Parent/Carer(s) interview on return from suspension with Deputy Principal and School Liaison in Police.