



**BYRON BAY HIGH SCHOOL**  
**ANTI-BULLYING PLAN 2025**



# Bullying:

## Preventing and Responding to Student Bullying in Schools Policy

The NSW Department of Education and Communities rejects all forms of bullying. No student, employee, parent, caregiver or community member should experience bullying within the learning or working environments of the Department.

### Bullying

**Bullying is repeated verbal, physical, social or psychological behaviour that is harmful and involves the misuse of power by an individual or group towards one or more persons. Cyber bullying refers to bullying through information and communication technologies.**

**Bullying can involve humiliation, domination, intimidation, victimisation and all forms of harassment including that based on sex, race, disability, homosexuality or transgender. Bullying of any form or for any reason can have long term effects on those involved including bystanders.**

**Conflict or fights between equals or single incidents are not defined as bullying.**

Bullying behaviour can be:

- **verbal** eg name calling, teasing, abuse, putdowns, sarcasm, insults, threats
- **physical** eg hitting, punching, kicking, scratching, tripping, spitting
- **social** eg ignoring, excluding, ostracising, alienating, making inappropriate gestures
- **psychological** eg spreading rumours, dirty looks, hiding or damaging possessions, malicious SMS and email messages, inappropriate use of camera phones.

The term “bullying” has a specific meaning. The school’s Anti-bullying Plan sets out **the processes for preventing and responding to student bullying**. The school has a range of policies and practices, including welfare and discipline policies that apply to student behaviour generally.

Schools exist in a society where incidents of bullying behaviour may occur. Preventing and responding to bullying behaviour in learning and working environments is a shared responsibility of all departmental staff, students, parents, caregivers and members of the wider school community.

**School staff** have a responsibility to:

- respect and support students
- model and promote appropriate behaviour
- have knowledge of school and departmental policies relating to bullying behaviour
- respond in a timely manner to incidents of bullying according to the school’s Anti-bullying Plan.

In addition, teachers have a responsibility to:

- provide curriculum and pedagogy that supports students to develop an understanding of bullying and its impact on individuals and the broader community.

**Students** have a responsibility to:

- behave appropriately, respecting individual differences and diversity
- behave as responsible digital citizens
- follow the school Anti-bullying Plan
- behave as responsible bystanders
- report incidents of bullying according to their school Anti-bullying Plan.

**Parents and caregivers** have a responsibility to:

- support their children to become responsible citizens and to develop responsible online behaviour
- be aware of the school Anti-bullying Plan and assist their children in understanding bullying behaviour
- support their children in developing positive responses to incidents of bullying consistent with the school Anti-bullying Plan
- report incidents of school related bullying behaviour to the school
- work collaboratively with the school to resolve incidents of bullying when they occur.

**All members of the school community** have a responsibility to:

- model and promote positive relationships that respect and accept individual differences and diversity within the school community
- support the school’s Anti-bullying Plan through words and actions
- work collaboratively with the school to resolve incidents of bullying when they occur.

# Our School Anti-Bullying Plan

## Byron Bay High School Anti-Bullying Plan

This plan outlines the processes for preventing and responding to student bullying in our school and reflects the *Bullying: Preventing and Responding to Student Bullying in Schools Policy* of the New South Wales Department of Education and Communities.

### Statement of purpose

We aspire for a safe and caring environment at Byron Bay High School. Every person has the right to experience positive and respectful relationships. They have the right to learn and teach in a happy and safe environment. Bullying behaviour is not acceptable at Byron Bay High School and is contrary to the school's discipline code.

This policy applies to all student bullying behaviour including cyber bullying that occurs at Byron Bay High School and outside of school hours where there is a clear and close relationship between the school and the conduct of the student.

### What is Bullying behaviour?

- Bullying is a pattern of behaviour by one person or a group towards another, or others, which is intended to hurt, injure, embarrass, upset or cause discomfort. *The behaviour is intentional, repeated, selective and uninvited.*
- Bullying involves the abuse of power in relationships.

#### Types of Bullying Behaviour:

- **Verbal** - including name calling, teasing, abuse, putdowns, sarcasm, insults, threats, racist, sexual and gender remarks
- **Physical** - including hitting, punching, kicking, scratching, tripping, spitting, pushing and hair pulling.
- **Social** - including ignoring, excluding, ostracizing, alienating and making inappropriate gestures.
- **Psychological** - including spreading rumours, dirty looks, hiding or damaging possessions. All acts that instill a sense of fear and anxiety.
- **Cyberbullying** - bullying through information and communication technologies including malicious SMS and email messages, inappropriate use of camera phones and other IT devices, inappropriate messages, comments or photographs on social media sites (e.g. Facebook)

## Protection

- At Byron Bay High School we aim to create an environment where bullying is not tolerated through using a twofold approach. Preventative programs establish a climate that stops bullying behaviour and reactive programs deal with any incidences that may arise.
- All members of the school community contribute to the prevention of bullying by modelling and promoting appropriate behaviour and respectful relationships.

## Prevention and Early Intervention

Features of Byron Bay High School that deters bullying:

- School policy outlining firm action and appropriate consequences.
- Relationship building through Jali groups.
- A school ethos that emphasises respect for others and ourselves.
- Regular DP/YA meetings.
- Liaison with feeder primary schools to identify high risk students.
- Liaison with other schools through the enrolment process to identify high risk students.
- Active supervision of students during lessons, excursions, sporting activities and breaks by staff.
- Designated Year 7 playground area for first semester of high school.
- Communication of policy and incidents (when appropriate) with staff, students, parents, other agencies.
- Cross Curriculum Anti-Bullying philosophy - information about bullying being presented in the classroom within the subject contexts.
- Expectation of respectful interactions between staff and students.
- YA check-ins.

Programs with specific Anti-bullying components include:

- Year 7/11 camp incorporating 'anti-bullying' and peer support sessions.
- Year 7 Orientation Week.
- "It is all about You and Me" PD/H/PE Year 7 unit.
- Year 7 Social Development Program coordinated by the Welfare Team.
- Year 7 meetings.
- Year 10 Peer Support training.
- Cyber-bullying workshops presented by Police School Liaison Officer.
- Safe on Social.
- Boys Mentoring Program (Byron Youth Service)
- Staff professional development workshops.
- Rock and Water.
- Restorative Justice Programs.

## Procedures for Handling Bullying Complaints

Byron Bay High School's procedures for handling bullying complaints are based on the *Restorative Justice Approach* described by the Australian Institute of Criminology. That is the handling of bullying complaints makes it clear to the offender that their behaviour is not condoned within the school community and at the same time provides respectful support for the individuals involved. There are five principles that underpin this approach:

1. Students who bully can change their behaviour
2. Bullying behaviour is the problem, not the person
3. Harm caused must be acknowledged
4. Reparation is essential
5. Bullies and the bullied require support and care

*All students are encouraged to report any incident of bullying.*

The procedures for handling a reported incident of bullying are to be implemented on the day of the report or the next school day.

Any incidents that involve assaults, threats, weapons, illegal drugs and criminal activity **will** be reported to the School Safety and Response Hotline on 1300 363 778 and the police by the Principal or his/her delegate. Incidents must be reported as soon as possible, but within 24 hours.

Staff must report any concerns about risk of harm to a student, to the Principal or his/her delegate who will then use the appropriate tools to inform decision making, such as the online Mandatory Reporter Guide, professional judgment or specialist advice.

Advice will be sought from the Child Wellbeing Unit where there is uncertainty about whether concerns amount to risk of significant harm.

Concerns about the safety, welfare or wellbeing of children or young people which constitute a risk of significant harm will be reported to Community Services by the Principal or his/her delegate.

The Principal will contact the Child Wellbeing Unit about the safety, welfare and wellbeing of children and young people where:

1. there are concerns about risk of harm, that do not meet the threshold of significant harm but are not trivial
2. the Mandatory Reporter Guide indicates this should be done
3. a case has been reported to Community Services and did not meet the risk of significant harm threshold
4. there is an observable pattern of cumulative harm that does not meet the threshold of significant

## What happens if bullying occurs?

### In the classroom

1. If a student is bullied in class, they should report it to class teacher. If a student reports that they believe another student is being bullied or the teacher observes bullying in the classroom, the teacher will immediately implement strategies to address the issue during the lesson. At the completion of the lesson, the teacher will ask the alleged student/s being bullied, or the student reporting alleged bullying to complete a ***Bullying Incident Report (Located in Sentral Documents.)*** The teacher will then create a wellbeing incident and notify the Deputy Principal that a report has been made and in person pass on the ***Bullying Incident Report***.
2. The Deputy Principal will interview the student who has made the allegation and then invite the alleged bully to complete an ***Interview Sheet: Bullying Behaviour (Located in Sentral Documents)***.
3. If the Deputy Principal believes the allegation has not been substantiated, they will inform both students of the decision and record this decision in the wellbeing incident being sure to notify YA and School Counsellor. Both the ***Bullying Incident Report*** and ***Interview Sheet: Bullying Behaviour*** will be submitted to the print room for scanning and uploading to the wellbeing incident (Please ensure Sentral incident number is recorded on the documents)
4. If the allegation is substantiated, the student/s will be required to complete the ***Student Agreement to Cease Bullying Behavior (Located in Sentral Documents)*** and be informed of the following:
  - Bullying is unacceptable and must stop immediately.
  - A record will be made on their personal file by the DP using Sentral Wellbeing.
  - A letter will be sent home to parents by the DP.
  - Further incidents of bullying behaviour will result in a formal warning of suspension for aggressive behaviour.
5. The DP will update the wellbeing entry noting the decision and submitting all documents for scanning and uploading to the wellbeing incident.
5. The DP will contact the parent of the student being bullied and send a letter to the parents of the students involved in bullying behavior.
6. The Year Advisor will follow up with the student who has been bullied over the next week. The Year Advisor will need to create a new wellbeing entry under Wellbeing> Student Support to record that the student has been checked on.
7. Any further concerns will be referred to the Deputy Principal who will interview the alleged bully. Parents will be contacted, and formal written warning of suspension may be given.

## In The Playground:

1. If you are bullied in the playground, report it to the teacher on duty. If a student reports that they believe another student is being bullied or the teacher observes bullying in the playground, the teacher will immediately implement strategies to address the issue. At the completion of PGD, the teacher will ask the alleged student/s being bullied, or the student reporting alleged bullying to complete a ***Bullying Incident Report (Located in Sentral Documents.)*** The teacher will then create a wellbeing incident and notify the Deputy Principal that a report has been made and in person pass on the ***Bullying Incident Report***
2. The Deputy Principal will interview the student who has made the allegation and then invite the alleged bully to complete an ***Interview Sheet: Bullying Behaviour (Located in Sentral Documents)***.
3. If the Deputy Principal believes the allegation has not been substantiated, they will inform both students of the decision and record this decision in the wellbeing incident being sure to notify: YA and School Counsellor. Both the ***Bullying Incident Report*** and ***Interview Sheet: Bullying Behaviour*** will be submitted to the print room for scanning and uploading to the wellbeing incident (Please ensure Sentral incident number is recorded on the documents)
4. If the allegation is substantiated, the student/s, under the assistance of the DP, will be required to complete the ***Student Agreement to Cease Bullying Behaviour (Located in Sentral Documents)*** and be informed of the following:
  - Bullying is unacceptable and must stop immediately.
  - A record will be made on their personal file by the DP using Sentral Wellbeing.
  - A letter will be sent home to parents by the DP.
  - Further incidents of bullying behaviour will result in a formal warning of suspension for aggressive behaviour.
5. The DP will update the wellbeing entry noting the decision and submitting all documents for scanning and uploading to the wellbeing incident.
5. The DP will contact the parent of the student being bullied and send a letter to the parents of the students involved in bullying behavior.
6. The Year Advisor will follow up with the student who has been bullied over the next week. The Year Advisor will need to create a new wellbeing entry under Wellbeing > Student Support to record that the student has been checked on.
7. Any further concerns will be referred to the Deputy Principal who will interview the alleged bully. Parents will be contacted, and formal written warning of suspension may be given.

### **What will happen if the bullying does not stop?**

1. Report the repeated bullying to the same Teacher, Head Teacher or Year Adviser that handled the first report or report the bullying to the Deputy Principal.
2. The Deputy Principal will interview the alleged bully will complete an *Interview Sheet Bullying Behaviour*.
3. The Deputy Principal will phone parent/guardian of the student being bullied and a referral will be made for the student to see the School Counsellor.
4. If continued bullying is substantiated, the bully will receive an official warning of suspension for aggressive behaviour.
5. The bully will be referred to the School Counsellor.
6. A conflict resolution mediation meeting with both students may be organised by and with the support of the Deputy Principal, Year Advisor or School Counsellor.
7. The Deputy Principal will follow up the student engaged in bullying behaviour and check progress on their plan in one week.
8. Further substantiated bullying will result in suspension.

### **What should students do who witness bullying?**

1. Support the student being bullied with an “I” statement. (e.g. “I do not like the way you are treating Mary.”)
2. Students are encouraged to be firm and to not yell or argue.
3. Report the incident to a teacher.
4. The teacher will get the witness to fill out a *Bullying Incident Report* and will follow the relevant procedures outlined above.



## Appeals /Complaints

All appeals and complaints about the management of a reported incident of bullying will be referred to the Principal who will use the *Complaints Handling Policy* as required in all learning and working environments of the Department of Education and Communities.

## Evaluation

- The Principal will seek feedback through the Welfare Team and the P&C re bullying issues and implementation of the school Anti-Bullying Plan.
- The Deputy Principals will monitor and review frequency and seriousness of bullying notifications through accessing Sentral Wellbeing data at the end of each term.
- The SRC Coordinator and Year Advisers will consult with various student groups to monitor and evaluate bullying issues.
- The school Anti-Bullying Plan development team will be responsible for annually reviewing the Anti-Bullying plan and making recommendations to amend it with the aim of reducing instances of bullying. Feedback from P&C, SRC and the Welfare Team will be used in this process.

## Additional Resources and Contacts

**Cybersmart** - Cybersmart provides activities, resources and practical advice to help young kids, kids, teens and parents safely enjoy the online world. <https://esafety.gov.au/>

**Kids Helpline** - Kids Help Line is Australia's only free, confidential and anonymous, 24 hour telephone and online counselling service specifically for young people aged between 5 and 18. The 24 hour, toll free telephone number is 1800 55 1800. <https://kidshelpline.com.au/>

**Headspace** – Headspace is an Australian non-profit organisation for youth mental health established by the Australian Government. Lismore number is (02) 66250200. <https://headspace.org.au/>

**Mental Health Access Line** – Mental health Access Line is staffed by **mental health** professionals, the **line** gives **NSW** residents **access** to expert **mental health** advice, support and referrals for people dealing with a **mental health** problem and their families and carers. The 24 hour toll free telephone number is 1800 011 511

**Mindmatters** - Mindmatters is a program to support Australian secondary schools in promoting and protecting the social and emotional wellbeing of members of school communities. <http://online.curriculum.edu.au/mindmatters/index.htm>

**Racism. No Way!** - *Racism. No Way!* is designed to assist school communities develop an understanding of the nature of racism. It provides practical information and strategies to help address racism in the learning environment. [www.racismnoway.com.au](http://www.racismnoway.com.au)

**Reach Out!** - Reach Out! is a web-based service that assists young people to help themselves through tough times. The aim of the service is to create opportunities for young people to help themselves and to help others. [www.reachout.com.au](http://www.reachout.com.au)

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