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**Glenburnie Primary School – Bullying Prevention Policy and Plan**

**Effective Date:** 21 May 2025
**Review Date:** 21 May 2028
**Approved by:** Principal, School Staff, and Governing Council

**Our Values**

At Glenburnie Primary School, we value:

* **Respect**
* **Safety**
* **Trust**

We celebrate individual differences and believe everyone has the right to enjoy school in a safe and welcoming environment.

**Our Vision**

“Australian schools are learning communities that promote student wellbeing, safety and positive relationships so that students can reach their full potential.”
*(Australian Student Wellbeing Framework, 2023)*

Our school is a place where students feel:

* Safe
* Respected
* Included

We build strong, respectful relationships with students, families, and the wider community. We teach and model behaviours that:

* Show respect
* Value diversity
* Encourage belonging and wellbeing

We promote a culture of learning, social growth, emotional resilience, and cooperation.

**Our Bullying Prevention Approach**

We work with staff, students, families, and the community to prevent and respond to bullying through the following steps:

**1. Promote Positive Behaviour**

We model and encourage respectful and inclusive actions.

**What We Do:**

* Welcome and include everyone
* Ensure all staff help create a safe school
* Share and model our school values
* Use consistent, positive language
* Create safe spaces that support positive interactions
* Display behaviour expectations in classrooms
* Encourage students to report concerns

**2. Teach Respect and Anti-Bullying Skills**

We teach all students about bullying and respectful relationships.

**What We Do:**

* Train staff to respond to bullying effectively
* Teach students how to prevent, recognise, and report bullying and cyberbullying
* Integrate respectful behaviour lessons into all subjects
* Use real-life situations to teach about positive behaviour

**3. Intervene in Bullying Situations**

We take every bullying report seriously and act quickly.

**What We Do:**

* Respond fairly and consistently
* Document all incidents
* Support students during and after the incident
* Ensure leadership can manage ongoing or complex situations

**4. Work Together With Others**

We partner with families, staff, and the community.

**What We Do:**

* Involve everyone in developing anti-bullying strategies
* Encourage family participation in school activities
* Keep families informed and involved in bullying cases
* Work with outside services to support students
* Promote safe and inclusive messages through local organisations

**5. Respond Consistently and Clearly**

We provide clear, visible actions to build trust.

**What We Do:**

* Share how we prevent and respond to bullying
* Regularly review our actions and strategies
* Make it easy and safe for students to report bullying
* Help families understand the complaint process
* Ensure staff and families feel confident responding
* Allocate time and resources to prevention strategies

**6. Repair and Restore Relationships**

We help students heal and learn from bullying situations.

**What We Do:**

* Involve students, families, and staff in finding solutions
* Support students who have bullied others to change their behaviour
* Support all students affected by bullying

**7. Ensure Safety and Wellbeing**

We make sure every student feels secure.

**What We Do:**

* Take action against discrimination, harassment, and violence
* Report serious incidents to South Australia Police
* Offer support for affected students
* Provide extra supervision after serious incidents
* Support smooth transitions between schools
* Train staff to restore safety after critical incidents

**Reporting and Resolving Bullying**

**Who to Report To:**

* Teachers or any school staff
* Yard Duty Teacher
* Leadership Team

**How to Report:**

* In person
* By email
* Via written note

**What to Include:**

* Who was involved
* When and where it happened
* What happened
* Any witnesses
* If anyone intervened
* What led up to and followed the incident

**How We Handle Reports**

**Step 1: Gather Information**
Staff may talk to students, parents, witnesses, and others involved.

**Step 2: Decide on Action**
Staff will assess if it is bullying and whether there is immediate danger.

**Possible Actions:**

* Restorative conversations or apologies
* Meetings with parents
* School-based consequences (e.g. loss of privileges, supervised areas)
* Suspension or exclusion

**Step 3: Provide Support**
Students may be referred to internal or external services for extra help.

**Step 4: Keep Records**
All bullying incidents are documented in our school’s system (e.g. EDSAS, Day Map).

**Step 5: Follow Up**
Staff check in with all students involved and assess if the response was effective.
If you are not satisfied, contact the Department’s complaints line: **1800 677 435**.

**What is Bullying?**

**Definition:**
Bullying is **repeated and intentional** behaviour that misuses power to cause harm. It can be **physical**, **verbal**, **social**, or **online**.

**Key Features of Bullying:**

1. **Power Imbalance:** One or more people have more power in the situation
2. **Repeated Over Time:** It happens more than once or has the potential to
3. **Causes Harm:** Can be physical or psychological

**Not Bullying:**

* One-off fights or arguments
* Conflicts between equals

**Types of Bullying:**

* **Physical:** Hitting, pushing, stealing
* **Verbal:** Insults, name-calling, threats
* **Social:** Exclusion, spreading rumours, embarrassment
* **Cyber:** Hurtful online messages or posts, fake profiles, sharing private content

**Other Harmful Behaviours**

* **Harassment:** Repeated or one-off behaviour that offends or intimidates, based on identity or background
* **Discrimination:** Unfair treatment due to race, gender, disability, etc.
* **Violence:** Physical force that harms or threatens others

All forms are unacceptable and will be dealt with.

**Roles and Responsibilities**

**School Leaders and Staff**

* Model respectful behaviour
* Teach about bullying and respectful relationships
* Respond to bullying, even off school grounds
* Support affected students
* Report criminal behaviour
* Work with families and the community

**Parents and Carers**

* Talk with their children about bullying
* Encourage respectful behaviour
* Support school responses
* Seek help when needed

**Students**

* Be respectful and kind, online and offline
* Report bullying
* Stand up for others, safely
* Take part in making the school safer