



## Ngamatapouri School

### SCHOOL POLICY

#### NAG 5

## Bullying Prevention and Response Policy

### Rationale or Purpose

The Ngamatapouri School Board of Trustees aims to take all reasonable steps to develop high standards of behaviour in order to fulfil charter expectations and the requirements of NAG 5. The Board of Trustees seeks to foster and develop a safe, positive physical and emotional school environment that engenders a climate of trust. Students, staff, parents and whānau need to share the responsibility for maintaining a respectful and inclusive environment at Ngamatapouri School.

### Policy Statement

We are committed to ensuring that our school provides an environment free from bullying behaviours. All members of our school community – trustees, school leaders, staff, students, parents and whānau will have a shared understanding of what bullying is, and know what to do when bullying occurs.

### Definition

Bullying behaviour is not an individual action. Our school community agrees that:

Bullying is deliberate

Bullying involves a power imbalance

Bullying has an element of repetition

Bullying is harmful.

Bullying behaviours can be physical, verbal, or social, and can take place in the physical world or digitally.

It involves up to three parties; initiators (those doing the bullying), targets (those being bullied) and often bystanders (those who witness the bullying).

### Bullying Prevention

We recognise that real change happens when students, staff, parents, whānau and other members of the community share responsibility for making our school a respectful and inclusive environment. We will:

1. Regularly survey our school community through Wellbeing@School and Kia Kaha

2. Identify areas for improvement through the survey findings and further develop a bullying prevention action plan
3. Regularly promote our expectations and our successes in preventing bullying (eg, in assemblies, newsletters and reports to the Board of Trustees)
4. Use a range of activities including curriculum based programmes to develop students' ability to relate positively to each other (Kia Kaha, peer mediation, social problem solving solutions, role playing)
5. Promote digital citizenship throughout ICT and promoting safe use of digital technology (through our ICT Use Agreements)
6. Promote the principles of the Positive Behaviour for Learning Programme as outlined through our CARE plan. (See the policy on behaviour management)

## **Bullying Response, for when bullying occurs**

We recognise the importance of responding consistently to all reported incidents of bullying and ensuring that planned interventions are used to support all involved. We will support anyone who has been affected by ,engaged in or witnessed bullying behaviour.

All reported incidents of bullying will be taken seriously and followed up as appropriate. An appropriate adult will support the affected students by:

1. reassuring them that they have done the right thing in reporting the incident
2. using the assessment matrix, recording a description of what happened and assessing the level of severity. See attached or page 60 of Bullying Prevention and Response: A Guide for Schools, a laminated copy of which will be kept with essential school information in the document folder on the wall in the staffroom)
3. using the quick reference guide, and responding to bullying incidents by activating the appropriate response and action needed
4. involving parents and whānau as early as possible and as appropriate
5. referring more serious incidents to senior management and seeking advice and involvement from outside agencies
6. providing appropriate support for targets, bystanders and initiators of bullying behaviour
7. regularly monitoring all incidents of bullying and identifying patterns of behaviour.

## **Raising Awareness**

We recognise the importance of good communication between home and school, promoting consistent messages and assurances that any reported behaviour recognised as bullying will be responded to effectively. We will regularly raise awareness of the school community's approach to bullying and celebrate our positive school culture, for example through parent evenings, assemblies, class-based activities, and displays. Our interaction with the wider school community will include reports to the Board of Trustees, items in school newsletters, and information (including the policy) on the school's website.

We will make the policy available in multiple formats (in print, on the web and in school notices and newsletters) and ensure it is translated into other languages as necessary.

## **Evaluation and Review**

We will review and revise this policy annually to ensure that the school's bullying prevention practices are recognised and celebrated. This will include an annual meeting to monitor, review and modify the policy and action plan (to reflect changes within the school, survey findings, and incident reviews). We will track and monitor all bullying related incidents and regularly report this information to the school community. We will regularly gather data from the school community (eg, Wellbeing@School and Kia Kaha student surveys) and report on the effectiveness of this policy and the school community's commitment to bullying prevention and responses.

Signed: ***H.J. Porteous*** (BOT Chairperson)

Date: 5.05,17

To Be Reviewed: May 2018 (This policy is reviewed annually)