| PUNI SCHOOL |
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| NAG 5 - Bully Prevention and Response Policy |

**Rationale:**

**The Puni School Board of Trustees seeks to take all reasonable steps to develop high standards of behaviour in order to fulfil the charter expectation and the requirements of NAG 5. The Board of Trustees seeks to foster and develop a safe, positive physical and emotional school environment that creates a climate of trust. Students, staff, parents and whanau share the responsibility for making Puni School a respectful and inclusive environment.**

**Policy Statement:**

We are committed to ensuring that our school provides an environment free from bullying behaviours. All members of our school community - Board of Trustees, school leaders, teachers, staff, students and parents and whanau should have an understanding of what bullying is; and know what to do when bullying does occur.

**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 is important to note that this policy reflects and covers the following aspects, in no particular order,

- ❏ Racist bullying
- ❏ Bullying of students with special needs
- ❏ Homophobic bullying
- ❏ Transgender bullying
- ❏ Sexual harassment
- ❏ Cyber bullying
- ❏ Students with additional or special needs (This includes any targeted students for additional support)

However the above is not an exhaustive list of the types of bullying we will be focusing on; it is vital that these are recognized and specified as forms of bullying.

Bullying is not an individual action. 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, whanau and other members of the community share responsibility for making our school a respectful and inclusive environment. We will:
- ➢ When we survey our school community we include this as part of the process. Examples can include our biannual survey and our Health survey.
- ➢ Identify areas for improvement through the survey findings and develop a bullying prevention action plan
- ➢ Regularly promote our expectations and successes in preventing bullying (eg, in assemblies, newsletters and Facebook, reports to the Board of Trustees). This will be supported by our PB4L programme.
- ➢ Hold termly professional learning and development on our understanding of bullying prevention and response (This will likely be at staff meeting level)
- ➢ Have this form part of the Health and Safety Portfolio on the BOT but will be part of the BOT focus for the needs of all stakeholders.

- ➢ Use a range of activities including curriculum based programmes to develop the ability for students to relate to each other (Kia Kaha, peer mediation, social problem solving solutions, role playing)
- ➢ Promote digital citizenship throughout ICT and promote safe use of technology (through our ICT Use Agreements) This links to our ICT related policies.

## Bullying Response, for when bullying occurs

We recognise the importance of consistently responding to all incidents of bullying that have been reported in our school and ensuring that planned interventions are used to respond to these incidents and 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:
  - reassuring that they have done the right thing in reporting the incident
  - using the assessment matrix, record a description of what happened and assess the level of severity
  - using the quick reference guide, responding to bullying incidents to activate the response and action needed.
- ➢ We will involve parents and whanau as early as possible and as appropriate
- ➢ All more serious incidents will be escalated to senior management and we will seek advice and involvement from outside agencies
- ➢ We will provide appropriate support for targets, bystanders and initiators of bullying behaviour
- ➢ We will regularly monitor all incidents of bullying and identify patterns of behaviour.

## Raising Awareness:

We recognise the importance of good communication between home and school to promote consistent messages and to ensure that any reported bullying can be recognised and responded to effectively.

Our interaction with our wider school community will include having this 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 with the school, survey findings, incident reviews).  We will track and monitor all bullying related incidents and regularly report this information to the school community. We will monitor incidents to ensure we are looking at a consistent approach across the school.

## Conclusion:

This is a guiding document and compliments our PB4L Policies and values that support the underpinning values of Puni School.

The principal will report on the effectiveness of this policy and school programmes annually in term 4 or as required.

This document is supported by the following link on the MOE website

http://www.education.govt.nz/school/student-support/student-wellbeing/health-and-wellbeing/bullying-prevention-and-response/bullying-prevention-and-response-a-guide-for-schools/

**Ratified by the BOT:**     **October 2022**

**Next review date:**     **November 2023**