



The Scots College

Sydney Australia

Bullying Prevention and Intervention Policy

Source of Obligation

The NSW Registration Manual (3.6.2) requires the College to have in place and implement policies and procedures that provide for student welfare.

Our Policy

The Scots College recognises its duty to students to provide a safe and positive learning environment where individual differences and diversity within the College is respected and accepted.

Bullying is not tolerated at The Scots College.

It is our policy that:

- bullying be managed through a 'whole-of-College community' approach involving students, staff, and parents and carers
- bullying prevention strategies are implemented within the College on a continuous basis with a focus on teaching age-appropriate skills and strategies to empower staff, students, and parents and carers to recognise bullying and respond appropriately
- bullying response strategies are tailored to the circumstances of each incident
- staff establish positive role models emphasising our no-bullying culture
- bullying prevention and intervention strategies are reviewed on an annual basis against best practice.

Bullying Prevention and Intervention Procedures

What Is Bullying?

Bullying occurs when an individual or group of people use an imbalance of power to repeatedly and intentionally cause hurt or various forms of harm to another person or group of people.

Behaviour Considered to Be Bullying

1. Direct physical bullying: This may include repeated physical assaults, non-verbal intimidation or damaging property.
2. Direct verbal bullying: This may include repeated name-calling, discriminatory remarks or verbal abuse.





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3. Indirect bullying: This includes bullying that occurs behind a person's back intending to damage reputation. This may also include acts of exclusion aimed to socially isolate another or others. For bystanders, joining in, laughing, encouraging or supporting any act of bullying behaviour may also be classified as bullying and treated as such.

4. Cyber bullying: This is the use of technologies to harass or cause hurt to another person and may include stalking, harassment, exclusion, impersonating another or dissemination of humiliating or threatening messages or images.

Behaviour Not Considered to Be Bullying

Disagreements, mutual age-related conflict and single episodes of anti-social behaviour are not considered to be bullying and will be responded to on a case-by-case basis.

The College takes these actions seriously and seeks to deal with them swiftly and effectively, but not in the context of bullying as defined in *The Scots College Anti-Bullying Policy*.

Preventing Bullying

The College employs age-appropriate strategies to educate the School community about the impact of bullying, the role of bystanders and appropriate use of technology.

These strategies include:

- *A Fine Scots Boy! The Positive Behavioural Plan* (Preparatory school)
- expert presentations
- chapel services and assemblies
- the Tutor Program
- the Peer Support Program
- team mentoring and dormitory reflection times (Glengarry)
- the Glengarry 'Rites of Passage' Program
- data collection through surveys
- the PDHPE curriculum
- parenting seminars.

The intention of these programs is to create a school environment in which all students can feel safe. The College community will be kept abreast of issues relating to bullying matters in *The Flying Scotsman* and *The Clansman* newsletters.





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Reporting Bullying

Students who are subjected to or witness incidents of bullying are encouraged to report the information to an adult. This might be their parent or a member of Scots staff.

Confidential reports (<https://bit.ly/2VZOA0Q>) can be made through the College's online system, Schoolbox. Reports made in this way are directed to the Heads of Campus as they are best placed to be able to initiate an appropriate response. Preparatory School boys are encouraged to report any concerns to their Class Teacher or Head of Campus. However, they may disclose via the confidential report on Schoolbox, where appropriate.

Responses to Bullying

It is the responsibility of the adult to whom the report has been made to ensure that a response is initiated.

The person coordinating the response will be the Head of Campus in collaboration with the Class Teacher (Preparatory School), Housemaster and Head of Students (Senior School) or Dorm Master and Head of Academic and Student Life (Glengarry).

The response of the College will be specific to each campus, but under the same framework. Any response to bullying incidents will be documented and the resolution will be monitored to ensure the ongoing wellbeing of all parties involved.

Investigation

The reported behaviour will be thoroughly investigated in an impartial, timely and confidential manner.

Assessment

An assessment will be made as to whether the matter is bullying as defined in this document.

Responses

The response will be determined by the details and severity of the incident, but may include:

- informal approaches such as Shared Concern
- Restorative Justice methods to mediation
- counselling
- punishment through the College's disciplinary procedures
- referral to the relevant authorities if the incident is of a sexual or physical nature.





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Implementation

This policy is implemented through a combination of:

- staff training
- student and parent/guardian education and information
- effective incident reporting procedures
- effective management of bullying incidents when reported
- the creation of a 'no-bullying' culture within the College community
- effective record keeping procedures
- initiation of corrective actions where necessary.

Bullying and Other Support Services

The following support services are available to students and staff:

Youth Liaison Officers

Youth Liaison Officers are NSW Police Force members who are responsible for administering the Young Offenders Act 1997 (NSW). They are responsible for delivering cautions, referring children to youth justice conferences and implementing strategies to reduce crime by juveniles in the community.

The Youth Liaison Officer allocated to The Scots College is from the Waverley Police Station. The Youth Liaison Officer can be contacted on (02) 9369 9899.

School Liaison Police

School Liaison Police are NSW Police officers who work with schools to reduce crime, violence and anti-social behaviour. School Liaison Police are a point of contact for the College community and the NSW Police Force. Our students are encouraged to contact the School Liaison police if they have any concerns.

Our School Liaison Police Officer is located at the Waverley Police Station. The School Liaison Police Officer can be contacted on (02) 9369 9899.

Counselling Services

The Scots College also provides access to counselling services for students.

Police Contact

The circumstances under which the College would contact Police include any allegations of criminal activity.





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Record Keeping

Records of incidents in relation to allegations of bullying that the College has experienced and the responses taken by the College in handling these allegations, including evaluation of the College's response are maintained electronically on the College database (Synergetic).

