



BULLYING PREVENTION AND INTERVENTION POLICY

Rosebank College has a zero-tolerance policy toward child abuse, promoting a safe, inclusive environment and using transparent, risk-based approaches to ensure child safeguarding.

I. Purpose

Rosebank College has a zero-tolerance policy for bullying. All students, their families, and college employees have the right to a safe and healthy learning and working environment, free from intimidation, humiliation, and harm.

As a Catholic school, and in the spirit of St. Benedict and the Good Samaritan, Rosebank College strives to help students develop values such as honesty, tolerance, understanding, self-discipline, cooperation, and resourcefulness.

Rosebank fosters a culture of inclusion, dignity, and respect, where students feel safe and secure in a welcoming school environment. For effective learning to occur, every student must feel safe and secure at school. Students are expected to familiarise themselves with Rosebank's Student Welfare Charter, which is available on the website and in the Student Diary.

This policy aims to minimise the occurrence of bullying and outline the process for responding to bullying incidents, including:

- a) A whole-of-college community's approach to bullying involves staff, students, and parents.
- b) Continuous bullying prevention strategies, with a focus on teaching age-appropriate skills and strategies to empower staff, students, and parents to recognise bullying and respond appropriately.
- c) Tailored bullying response strategies based on the circumstances of each incident.
- d) Staff training to be positive role models with an emphasis on building and promoting a "no-bullying" culture.
- e) A review of Rosebank's bullying prevention and intervention strategies on an annual basis, against best practice.

2. Scope

This policy applies to all College staff, students and parents.

3. What is Bullying?

Bullying is repeated and intentional behavior of causing fear, distress, or harm towards another person that involves an imbalance of power. It can involve humiliation, domination, intimidation, victimisation, and harassment. In any bullying incident, there are likely to be three parties involved:



BULLYING PREVENTION AND INTERVENTION POLICY

- a) the bully,
- b) the person being bullied, and
- c) the bystander.

Bullying may occur anywhere (e.g., at home, online, among friends), and it can take many forms, including:

- a) **Physical bullying** involves physical actions such as hitting, pushing, obstructing, or using force to hurt or intimidate someone. Damaging, stealing, or hiding personal belongings is also a form of physical bullying.
- b) **Psychological bullying** involves the use of words or actions to cause psychological harm. It includes name-calling, teasing, or making fun of someone because of their actions, appearance, physical characteristics, cultural background, gender, or sexual orientation.
- c) **Indirect bullying** is usually not easily recognised by others. It involves deliberate acts of exclusion or spreading untrue stories about someone with the purpose of causing harm or intimidation.
- d) **Cyberbullying** involves the use of technology to threaten or cause harm to someone. Cyberbullying can occur through emails, text messages, mobile phones, chat rooms, and social networking sites (e.g., Facebook, X, Instagram, Discord, Twitch, TikTok). Cyberbullying may include:
 - i. Posting rude or offensive comments on social media.
 - ii. Sending hateful texts or emails.
 - iii. Sending inappropriate and unwelcome texts or emails (e.g., containing sexual material or of a sexual nature).
 - iv. Disrespecting someone's privacy (e.g., online stalking).
 - v. Sharing confidential information or untrue stories about someone online, including doxing.
 - vi. Sharing images (including AI-generated) or videos of someone online to cause harm or distress.

4. How Can Bullying Affect Someone?

Bullying may affect people in different ways. A person subjected to bullying may feel:

- a) Guilty and believe they caused the bullying.
- b) Hopeless and believe they cannot change the situation.
- c) Alone.
- d) That they don't belong to a group.
- e) Depressed and rejected.
- f) Unsafe and afraid.



BULLYING PREVENTION AND INTERVENTION POLICY

- g) Confused.
- h) Stressed.
- i) Ashamed.

A person who witnesses bullying may also be affected by it; they may feel angry, unsafe, or sad. They might worry that they will be bullied too.

5. What Isn't Bullying?

There are many negative situations which, whilst being potentially distressing for students, are not bullying. These include:

- a) Mutual Conflict Situations which arise where there is disagreement between students but not an imbalance of power. Mutual conflict situations need to be closely monitored as they may evolve into a bullying situation.
- b) Single incidents that might involve aggression or meanness, e.g., loss of temper, shouting or swearing, social isolation, or random acts of aggression do not normally constitute bullying. Single incidents may result in bullying.

6. Responsibilities

The prevention and response to bullying is a shared responsibility, and staff, parents, and students should actively foster and contribute to ensuring that Rosebank is a healthy and safe environment.

6.1 Staff

Staff must:

- a) Model non-bullying behavior at all times, including tolerance and acceptance.
- b) Contribute to a safe and healthy learning environment.
- c) Foster a culture of zero tolerance for bullying.
- d) Be aware of red flags and indicators of bullying. These include students:
 - i. Struggling with higher levels of anxiety
 - ii. School reluctance, refusal, or avoidance
 - iii. Changes in presentation: withdrawn, unfocused, altered behavior
 - iv. Sudden drop in grades in subjects they enjoyed and used to do well in
 - v. Unexpected outbursts/meltdowns
- e) Educate and communicate with students about bullying.
- f) Listen to students and empower them.
- g) Take bullying reports seriously.
- h) Report bullying.

6.2 Parents



BULLYING PREVENTION AND INTERVENTION POLICY

Parents are encouraged to:

- a) Participate in the College's activities.
- b) Learn about bullying indicators and red flags. These include students:
 - i. Struggling with higher levels of anxiety
 - ii. School reluctance, refusal, or avoidance
 - iii. Vague headaches or stomach aches
 - iv. Withdrawal from social activities
 - v. Having difficulty sleeping
 - vi. Depressive symptoms
 - vii. Unexpected outbursts/meltdowns
 - viii. Being secretive about their online activities and phone use
- c) Encourage and empower their child/ren to report bullying and not to retaliate.
- d) Report concerns about bullying to the College.
- e) Collaborate with the College if bullying occurs.

6.3 Students

Students have the right to be treated with respect and to a safe learning environment that allows them to achieve their potential. Students must contribute to creating a safe and healthy learning environment, including:

- a) Ensuring that their behavior is consistent with College expectations.
- b) Treating their peers with respect and courtesy.
- c) Reporting if they witness a bullying incident.
- d) Respecting the College, staff, and the College's property.

If students require support and assistance, they should speak to a staff member, who will then direct them to the appropriate member of the Pastoral Care team. Students may also contact:

- Kids Helpline: 1800 55 1800
- Beyond Blue Counsellor: 1300 22 4636
- Lifeline: 13 11 14

7. Bullying Prevention Strategies

Rosebank College recognises that the implementation of whole-college prevention strategies is the most effective way of eliminating, or at least minimising, incidents of bullying within the College's community.

Rosebank's bullying prevention strategy includes:



BULLYING PREVENTION AND INTERVENTION POLICY

- a) A structured curriculum and peer group support system that provides age-appropriate information and skills relating to bullying (including cyberbullying) and bullying prevention to students throughout the academic year.
- b) Staff education, training, and professional development in bullying prevention and response strategies.
- c) Communication with students about bullying and positive behaviours at the start of the school year and on a needs basis through House Meetings, Form Meetings, and Briefings.
- d) Fostering a supportive environment that encourages the development of positive relationships and communication between staff, students, and parents.
- e) Fostering responsible bystander behaviour.
- f) Encouraging the reporting of alleged or actual bullying by any person, including students, staff, and parents, and establishing multiple channels for reporting.
- g) Maintaining and analysing records of bullying incidents to identify trends and implement targeted prevention strategies.
- h) Including statements supporting bullying prevention in the students' diaries.
- i) Displaying anti-bullying posters within the College to promote appropriate and positive behaviour and encourage students to respect individual differences and diversity.
- j) Promoting student awareness and a 'no-bullying' environment by participating in events such as the National Day of Action Against Bullying and Violence.
- k) Engaging student groups (Student Representative Council and Student College Leadership Team) to instigate anti-bullying initiatives.
- l) Conducting a student wellbeing survey twice a year.
- m) Using a cyber filtering system to monitor College laptops during the school day in term time.

8. Responding to Bullying

If a student believes they are the victim of bullying, the student should:

- a) If safe, tell the bully that their behaviour is unacceptable.
- b) Try to keep a distance from the bully.
- c) Avoid bullying back or retaliating.
- d) Speak to an adult.
- e) Report the bullying.

Bullying behaviours are varied, and Rosebank deals with each matter based on the circumstances of the case. Upon a report of bullying, the College will:

- a) Provide support to the victim and assure them they are not at fault.
- b) Respect the confidentiality of the parties involved, including the person who reported the incident, the victim, and the bully.



BULLYING PREVENTION AND INTERVENTION POLICY

- c) Investigate bullying reports, including discussing the incident with the victim, the bully, and witnesses.
- d) Maintain records of reported bullying incidents.

Other responses to bullying may include:

- e) A student interview.
- f) Restorative sessions.
- g) Notification and consultation with parents.
- h) Counselling for students involved in bullying, e.g., bully and victim.
- i) Follow-up strategies.
- j) Disciplinary action, at the Principal's discretion, including suspension and expulsion in the event of recurrence of bullying or severe incidents.

Bullying consequences may result in disciplinary measures, including suspension and exclusion, as well as legal consequences.

9. Reporting Bullying

Students and their parents are sometimes reluctant to pursue bullying incidents for fear that it could escalate the issue. However, reporting bullying incidents is a key part of the College's bullying prevention and intervention strategy, as Rosebank is unable to address bullying if it is unaware that it is happening.

Rosebank will take students' and parents' concerns about bullying seriously and will respond with a strategy appropriate to the circumstances.

Bullying incidents can be reported verbally or in writing to any staff member, including teachers, counsellors, house coordinators, deans/assistant deans of pastoral care, the principal, or the assistant principal. Parents are encouraged to learn to recognise signs of bullying and notify the College if they suspect their child is a victim of bullying.

The College acknowledges that reporting alleged bullying incidents can be a sensitive matter, and concerns may arise regarding potential escalation. However, in order to effectively address and resolve such incidents, a thorough investigation is required. This process enables the College to obtain comprehensive information, assess the situation's dynamics, and implement appropriate interventions. The College is committed to a collaborative approach with parents, ensuring all concerns are treated with due respect and confidentiality. As part of its fundamental duty of care to all students, the College must be able to investigate reported allegations to ensure a safe and supportive learning environment.

Rosebank records all bullying reports in the *Bullying Register*.



BULLYING PREVENTION AND INTERVENTION POLICY

If parents believe a bullying incident has not been effectively dealt with, they must refer the matter to the principal or the principal's delegate. Parents may also refer to Rosebank's Complaints Management and Resolution Policy.

In circumstances where the nature and seriousness of the bullying behaviour are such that it may be criminal or require notification to any mandatory external reporting authority; Rosebank College reserves the right to make this notification. This may include physical assault, threats of violence, problematic sexual behaviour, or student-to-student sexual abuse.

10. External Support Services

The following external support services are available to Students and Staff:

A. 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 Rosebank College is from Burwood Police Command. The Youth Liaison Officer can be contacted on (02) 9745 8499.

B. 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 Inner Metro Zone, Ashfield. The School Liaison Police Officer can be contacted on (02) 9797 4093.

10. Bullying Consequences

Rosebank will work closely with students who have engaged in bullying, including referring them to counselling. Students who repeatedly engage in bullying will be subject to disciplinary actions, including suspension and a review of the enrolment contract.

Serious bullying incidents, including those that involve illegal behaviour, may result in suspension or a review of the enrolment contract.

11. Definitions

Bully(ies) means the person who perpetrates bullying.



BULLYING PREVENTION AND INTERVENTION POLICY

Bullying means repeated and intentional behaviour that causes fear, distress or harm to another person perceived as vulnerable. Bullying involves an imbalance of power. It may include humiliation, domination, intimidation, victimisation, and harassment. In any bullying incident there are likely to be three parties involved: the bully, the person being bullied, and bystanders.

Harassment means the unwelcome behaviour of offensive nature that causes a person to be uncomfortable, humiliated or mentally distressed. The unwelcome and offensive behaviours is usually based on an individual's characteristics, e.g., race, gender, religious, marital status, age, sexual orientation. Harassment may include insults and jokes, text messages, display of offensive or pornographic images, e.g., screensavers and posters, derogatory comments or intrusive questions.

Parent(s) means a parent of a child, including carers and legal guardians.

Principal means the head of Rosebank College, and responsible for the compliance with legislation and regulations.

Rosebank or College means Rosebank College.

Staff or Employee(s) means all persons employed by Rosebank, paid or unpaid, on a casual or permanent basis, including contractors and volunteers.

Student(s) means a child, young person, or any person enrolled at the College. Includes former Students.

12. Review

This policy will be reviewed every 24 months or following any event that requires a review of Rosebank's practices, such as changes in legislation or incidents.

13. References

- Safeguarding of Children and Young Persons Statement of Commitment
- Student Welfare Charter
- Staff Code of Conduct
- Bullying Register
- Privacy Policy
- Child Safe Risk Management Plan
- Child Safe Matter Register
- Risk Management Program
- Complaints Management and Resolution Policy
- Whistleblower Policy

14. Related legislation, regulation and standards

- Children's Guardian Act 2019 (NSW)



BULLYING PREVENTION AND INTERVENTION POLICY

- Child Protection (Working with Children) Act 2012 (NSW)
- Child Protection (Working with Children) Regulation 2013 (NSW)
- Children and Young Persons (Care and Protection) Act 1998
- Crimes Act 1900 (NSW)
- Children and Young Persons (Care and Protection) Regulation 2012
- Children and Young Persons (Care and Protection) (Child Employment) Regulation 2015
- Education Act 1990 (NSW)
- Disability Inclusion Act 2014 (NSW)
- Anti-discrimination Act 1977 (NSW)
- ISO 3100:2018 – Risk Management Guidelines

15. Version Control

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