

## **POLICY NAG 5**

<p style="text-align: center;"><b>BLOMFIELD SPECIAL SCHOOL AND RESOURCE CENTRE BULLYING PREVENTION POLICY</b></p>
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### **RATIONALE**

**Blomfield School understands that bullying at our school has the potential for:**

- Serious consequences
- An individual to experience health problems, loss of self-esteem and performance ability
- Divisions in the school to occur as people take sides
- Productivity and reduction in achievement losses for affected parties and the organisation
- Becoming a hazard

### **PURPOSE**

To provide clear policy, procedure and process to Blomfield School student, families and staff, according to WorkSafe NZ and Ministry of Business, Innovation and Employment (MBIE) and Ministry of Education (MOE) with regards to bullying.

### **DEFINITIONS**

Bullying is defined as unreasonable and repeated behaviour directed towards a person or group that can lead to physical or psychological harm.

Repeated behaviour is persistent and can include a range of actions, including physical, verbal, social and digital.

Unreasonable behaviour covers actions which a reasonable person wouldn't do in similar circumstances, including victimising, humiliating, intimidating or threatening a person.

A single incident isn't considered bullying but can escalate if ignored. Managing performance in line with business policies and processes is not bullying.

Due to the nature of our students disabilities there will always be an element of professional judgement at play in determining whether specific incidents are bullying or not.

Refer to Bullying at Work: Advice for Workers by WorkSafe for detailed definition.

Bullying Prevention and Response: A guide for schools (MOE website)

## **GUIDELINES**

**Blomfield School will do the following to minimise and respond to bullying. The Leadership Team and the Board of Trustees will minimise bullying by:**

- Establishing respect for the broad range of human values and character strengths required for this organisation to succeed
- Actively looking for ways to create a positive environment which is pleasant, fair, rewarding and positively challenging
- Encouraging positive leadership styles and investing in our managers to achieve this
- Directing attention towards behaviour rather than people, and aiming to promote harmonious relationships across the organisation
- Providing people who believe they've been bullied with a range of options to resolve the issue
- Promoting low-key solutions before formal actions where appropriate
- Using the curriculum to develop the ability of students to relate positively to one another
- Opening discussion about bullying, in both formal and informal settings, and providing information and training about it
- Identifying factors that contribute to bullying, and putting effective control measures in place
- Ensuring Blomfield School processes and systems are fit for purpose and regularly reviewed
- Promote digital citizenship throughout ICT and promoting safe use of technology.

### **Workers agree to:**

- Tell their Managers if they experience or see any bullying behaviours – if the Manager is the person behaving in a bullying manner then advise the principal, or alternatively the Chairperson of the Board of Trustees
- Try low-key solutions (eg. talking to the person initially (if safe to do so))
- Follow Blomfield School's processes when making a complaint
- Keep an eye out for other people, providing support when seeing a person being isolated or experiencing reprisals
- Accept that perceptions of bullying may need to be negotiated

### **Managers agree to:**

- Ensure workers have clarity on what their roles entail
- Intervene early to call out and deal with any unreasonable behaviour before it escalates
- Record and investigate complaints fairly and in line with the school's policies and processes
- Look for informal solutions before escalating an issue to higher levels (eg. mediation or investigation) where appropriate

### **When dealing with an allegation of bullying Blomfield School will:**

- Treat all matters seriously and investigate promptly and impartially
- Ensure neither the person who complained nor the alleged bully are

victimised

- Support all parties involved
- Find appropriate remedies and consequences for confirmed bullying as well as false reports
- Ensure confidentiality
- Use the principles of natural justice

Adopted by the Board of Trustees: 23 August 2018