



## Natte Yallock P.S. – No 1347

# Cyber Bullying Policy and Procedures

### **Purpose:**

The purpose of this policy is to support the promotion of a safe and respectful school environment and to prevent and address all forms of bullying, cyber bullying and other unacceptable behaviours at Natte Yallock Primary School. At Natte Yallock Primary school we believe everyone is important, therefore everyone has the right to feel safe, included and treated with respect all the time.

### **Definition of Cyber-bullying:**

Cyber-bullying is direct or indirect bullying behaviour using digital technologies. This includes harassment via a mobile phone, setting up a defamatory website, or deliberately excluding someone from social networking spaces. This includes people who use the internet, email, intranets, phones or similar technologies to bully others.

### **Aims:**

- To reinforce the fact that cyber bullying is unacceptable.
- To ensure the school community is alert to signs and evidence of cyber bullying and undertakes responsibility to report it to staff, whether as observer or victim.  
To ensure that all reported incidents of cyber bullying are investigated appropriately and that support is given to both victims and perpetrators.
- To encourage parental support and co-operation at all times.

### **PREVENTION**

#### **Pro-active approaches in place at Natte Yallock Primary school**

- Teachers to clarify with students at the start of each year the school policy on cyber-bullying.
- Specific teaching of the safe use of technologies for students in the Natte Yallock Primary School
  - Internet safety awareness presentations
  - Cyber-safety- presentations- you-tube, email, etiquette etc.
- All students sign an acceptable use agreement at the commencement of the year to encourage cybercafe behaviour. These agreements relates to:
  - Using computers for learning
  - Reporting any inappropriate material or usage
  - Use of email in a positive manner

- Confiding in an adult if cyber bullying is heard of or sighted.
- Professional development for staff relating to all forms of bullying including cyber bullying.
- All students to be provided with individual and confidential computer and network logins and passwords.
  - You-tube blocked for students and filters applied to educational sites.
- Processes to be put in place to ensure tracking of student activity on the school's computer equipment and network.
- Firewalls installed to protect traffic into the school's network and intranet.
- Home login pages set to the edu-web site.
- Community awareness and input relating to bullying (including cyber-bullying), its characteristics and the schools' programs and response.

### **ADDRESSING CYBER BULYING**

#### **Early Intervention:**

- Encourage children and staff to report bullying incidents involving themselves or others.
- Teacher/s and principal to remind students on a regular basis to report incidents of bullying.
- Monitoring of student traffic on school's computer networks to identify potential problems.
- Parents are encouraged to contact the school if they become aware of a problem.
- A student may voluntarily approach a teacher for assistance if they have become aware of or have engaged in cyber bullying or related behaviour.
- A student may be identified as needing help as a result of involvement in an incident requiring disciplinary action.

#### **Intervention:**

- School rules prohibit the inappropriate and threatening use of email, Facebook, Twitter, internet and mobile phone facilities both in the school, at any school function and away from school where the behaviour seriously impacts on other students or staff at the school.
- If any of these rules are broken, investigation and possible disciplinary action will be undertaken.
- A range of actions are available, depending on individual circumstances.
- These include:
  - No disciplinary action required
  - Student (s) required to undergo counselling
    - Loss of computer privileges

Once identified each bully, victim and witness/es will be spoken with, and all incidents or allegations of bullying will be fully investigated and documented.
- Parents of all parties will be contacted.