

**BATHURST SOUTH  
PUBLIC SCHOOL  
WELLBEING and  
DISCIPLINE POLICY  
2023**

**Incorporating ANTI-  
BULLYING POLICY and  
PBL**



# BATHURST SOUTH PUBLIC SCHOOL WELLBEING and DISCIPLINE POLICY Incorporating ANTI-BULLYING POLICY and PBL

## POSITIVE WELLBEING SYSTEM

### Award Structures

At Bathurst South Public School our students are encouraged to develop self-discipline by accepting responsibility for their behaviour. We also acknowledge and reward desired behaviour through an extensive range of awards.

Acknowledgement through:

- Encouragement
- Praise
- Stickers and stamps
- House points
- Merit Award System
- House Competition Awards
- Congratulatory Letters
- Final Assembly Awards
- Principal Morning Tea
- On Track Raffle
- Assembly – weekly awards

### Merit Award System

Award type	Number required to achieve next level
Class Award	5 class awards
Blue Merit Award	4 awards (20 class awards)
Large Achievement Award	3 awards (60 class awards)
Book Award - \$20 book voucher	The pinnacle of our award system

## **Student Wellbeing and Discipline Policy**

Parents, the school and the community at large share the responsibility of ensuring that our children grow in a loving and secure environment. To develop and maintain such an environment, we need to establish rules, which are just and are easily understood. Children are invited to assist in the establishment of rules in their classrooms and are expected to obey those rules. The classroom teacher usually handles discipline matters related to the classroom. A set of core rules have been developed for all students in NSW Government Schools. They are as follows:

### **BSPS Core Rules**

All students in NSW Government Schools are expected to:

- Attend school every school day, unless they are legally excused, and to be in class on time and prepared to learn.
- Maintain a neat appearance, including adhering to the requirements of the school's uniform or dress code policy.
- Behave safely, considerately and responsibly, including when travelling to and from school.
- Show respect at all times for teachers, other school staff and helpers, including following class rules, speaking courteously and cooperating with instructions and learning activities.
- Treat one another with dignity and respect.
- Care for property belonging to themselves, the school and others.

Behaviour that infringes on the safety of others, such as harassment, bullying and illegal or anti-social behaviour of any kind, will not be tolerated. Usually a brief reprimand or warning is sufficient for most instances of inappropriate behaviour. Parents are informed of persistent or serious instances of bad behaviour, which may result in suspension and in extreme cases, a child, could be excluded. The discipline system is outlined in the school's **Discipline Policy**. All Pupils are expected to maintain Level A status by upholding the Code of Behaviour (displayed in all classrooms), which outlines their Rights and Responsibilities as a member of Bathurst South Public School.

An emphasis is placed on rewarding children who show positive behaviour and attitudes and so develops a stronger self-esteem. Parents are encouraged to notify the school if they notice changes in their child's behaviour/attitudes, which may be stemming from problems at school.

## **BSPS Code of Behaviour**

### *Rights*

A **RIGHT** cannot be taken away from you. Your teachers and classmates have the same rights.

1. **You have a right to be an individual at school.**  
You should not be treated unfairly because you are tall or short, boy or girl or because it takes you a little longer to get the right answer.
2. **You have the right to be respected and treated with kindness at school.**  
Others should not laugh at you, make fun of you or hurt your feelings. No one is to embarrass you in front of the class.
3. **You have the right to express yourself in a polite manner.**  
You may talk freely about your ideas and feelings when appropriate.
4. **You have the right to have your property respected and cared for.**  
The school will try to look after your things and no one should damage or take them.
5. **You have the right to a safe school.**  
Your school should provide safe classrooms, equipment and rules to ensure your safety at school.
6. **You have the right to tell your side of the story.**  
You may tell your side of the story when accused of breaking a rule, as well as listen to the other side of the story.

### *Responsibilities*

If you claim **RIGHTS** at Bathurst South Public School you must also accept **RESPONSIBILITIES**.

1. **You have a responsibility to allow others to work without being bothered.**  
You quietly make good use of your learning time and do not bother others.
2. **You have a responsibility to complete your classroom assignments.**  
You do your best with your class assignments and homework, being sure to hand them in on time.
3. **You have a responsibility to help make school a good place to be.**  
Be thoughtful and courteous to others.
4. **You have a responsibility to take care of property.**  
Take care of school property and respect the property of others. Also care for your own property.
5. **You have a responsibility to come to school.**  
You come to school every school day, on time, unless you are sick or have a special reason to be absent.
6. **You have a responsibility to obey school rules.**  
Observe all safety, playground and classroom rules.
7. **You have a responsibility to take school messages home.**  
Deliver all messages to your parents/carers.
8. **You have a responsibility to practise good personal cleanliness.**  
Come to school clean and practise good health habits at school.
9. **You have a responsibility to wear your school uniform.**
10. **You have a responsibility to behave well when travelling to and from school.**
11. **You have a responsibility to treat others with respect and kindness.**

## Suspension

Please refer to:

<https://education.nsw.gov.au/content/dam/main-education/policy-library/associated-documents/pd-2006-0316-06.pdf>

### **Anti Bullying Policy Statement**

At Bathurst South Public School bullying is taken seriously and is not acceptable in any form. Our school promotes quality education in a caring, safe environment with the emphasis on mutual respect, co-operation and fair treatment of all. Parents, teachers and students are encouraged to form positive partnerships to work for the benefit of all stake holders to achieve maximum potential and growth.

Students have the right to expect that they spend the school day free from the fear of bullying, harassment, intimidation and victimisation.

#### **At Bathurst South Public School we support students through...**

- our Student Wellbeing and Discipline Policy
- creating quality learning environments
- consistently recognising positive behaviour and effort
- stage-based Personal Development Programs
- a mandatory Child Protection Program
- a Learning Support Team
- an active P&C fostering strong parent and community relationships

#### **Bullying:-**

- devalues, isolates and frightens
- affects an individual's ability to achieve
- has long-term effects on those engaging in bullying behaviour, those who are the subjects of bullying behaviour and the onlookers or bystanders

Teachers, students, parents, caregivers and members of the wider community have a responsibility to work together to address bullying.

### **Bullying Behaviour**

#### **What is Bullying?**

Bullying can be defined as intentional, repeated behaviour by an individual or a group of individuals that cause distress, hurt or undue pressure.

Bullying is the intentional harming or hurting of a person, or their belongings, by another person or persons. Bullying involves the abuse of power in relationships. Bullying can involve all forms of harassment (including sex, race, disability, homosexuality, or transgender), humiliation, domination, intimidation and victimisation of others.

#### **Bullying behaviours can be:**

- **Verbal** – Name calling, teasing, abuse, putdowns, sarcasm, insults, threats
- **Physical** – hitting, punching, kicking, scratching, tripping, spitting
- **Social** – Ignoring, excluding, ostracising, alienating, making inappropriate gestures
- **Psychological** – spreading rumours, dirty looks, hiding or damaging possessions, malicious **SMS** and email messages, inappropriate use of camera phones
- **Cyber** - using information and communication technologies to support deliberate, repeated, and hostile behavior by an individual or group, that is intended to harm others

## **Statement of Purpose**

Students attend school to participate in quality education that will help them to become self directed, lifelong learners who create a positive future for themselves and the wider community. Any inappropriate behaviour that gets in the way of teaching and learning at the school interferes with the wellbeing of students cannot be accepted.

### **If someone is being bullied he/she:-**

- may be confused and not know what to do about it
- may feel sad, frightened, unsafe, sick, embarrassed, angry, unfairly treated
- it can affect school work; and
- it can affect family and friends

### **Students, teachers, parents, caregivers and members of the wider school community can expect:-**

- that students will be safe at school , free from fear of bullying, harassment, intimidation and victimisation
- to be involved in the collaborative development of the school Anti-bullying Plan
- to know what is expected of them and others in relation to the Anti-bullying Plan
- that all students will be provided with the appropriate support when bullying occurs

### **Each group within the school community has a specific role in preventing and dealing with bullying.**

#### **Students can expect to:-**

- be safe, responsible, respectful learners
- know that their concerns will be responded to by school staff
- be provided with appropriate support (for both the subjects of and those responsible for the behaviour)
- participate in learning experiences that address key understandings and skills relating to positive relationships, safety, gender equity, discrimination, bullying and harassment. These experiences will be guided by the Personal Development, Health and Physical Education syllabuses and other Key Learning Areas.

#### **Students have a responsibility to:-**

- behave appropriately, respecting individual differences and diversity
- follow the Anti-bullying Plan
- respond to incidents of bullying according to their school Anti-bullying Plan
- speak up and not be a bystander

#### **Parents and Givers have a responsibility to:-**

- support their children in all aspects of their learning
- be aware of the school Anti-bullying Plan and assist their children in understanding bullying behaviour
- support their children in developing positive responses to incidents of bullying consistent with the school Anti-bullying Plan
- support all students of the school to deal effectively with bullying through strategies of the Anti-bullying Plan

#### **Schools have a responsibility to:-**

- develop an Anti-bullying Plan through consultation with parents, caregivers, students and the community, which clearly identifies both the behaviours that are unacceptable and the strategies for dealing with bullying in the classroom and playground
- Inform students, parents, caregivers and the community about the School Discipline Code or School Rules and Anti-bullying Plan
- Provide students with strategies to respond positively to incidents of bullying behaviour, including responsibilities as bystanders or observers
- Provide parents, caregivers and students with clear information on strategies that promote appropriate behaviour, and the consequences for inappropriate behaviour
- Communicate to parents and caregivers that they have an important role to play in resolving incidents of bullying behaviour involving their children
- Follow up complaints of bullying, harassment, intimidation and victimisation

### **Teachers have a responsibility to:-**

- respect and support students in all aspects of their learning
- model appropriate behaviour
- respond in an appropriate manner to incidents of bullying according to the school Anti-bullying Plan

### **Managing Bullying**

#### **Strategies and Procedures to Deal with Bullying**

##### **Whole School Strategies:-**

- teaching of appropriate playground activities
- discussion of bullying in assemblies
- all reported bullying recorded and monitored- children encouraged to feel comfortable in reporting
- The Blue Book is used to monitor reoccurring incidents
- bullying- it's okay to "dob" i.e that people only call you a dobber because they have something to hide

##### **Classroom Strategies:-**

- class rules are negotiated every year with teacher and students- based on Student Wellbeing policy
- regular classroom discussion of bullying
- teaching of games

#### **Procedures for Dealing with Bullying Behaviour**

##### **Students:-**

If students are being bullied or harassed in the playground they should:

- take a deep breath
- look directly in the eyes of the person attempting to bully them
- speak in a firm, clear voice and say, "Stop that, I don't like it".
- go directly to the playground duty teacher if attempts to bully don't stop

##### **Teachers:-**

When a student reports they are being bullied, that teacher will:

Investigate the incident with all parties, and then depending on their investigations take one of the following actions:

- discuss situation with bystanders and discuss their role/expectations
- enter the bully in the Blue Book
- support victim by: recording incident, discussing support strategies, and closely monitoring the relationship/situation to best eliminate further incidents

##### **Parents:-**

When a parent has concerns about their child being bullied they should:

- contact the class teacher or member of the executive either by note or a phone call

**When students, parents and staff work together we can create a safe and caring environment.**

**Students :-** You can control what happens by .....

- behaving appropriately and respecting differences
- following the action plan
- not retaliating with physical or verbal bullying
- telling an older person

**Parents :-** You can control what happens by ....

- supporting your children in all aspects of their learning
- watching for signs of distress in your children
- listening to your child

- giving assurance and support
- discussing the action plan with your child
- advising your child to tell a member of staff
- informing your child's class teacher of suspected bullying

- attending interviews at school

**Teachers :-** You can ....

- **promote positive relationships** that respect and accept individual differences and diversity within the school community
- be **role models** in words and actions
- be **observant** of signs of distress or suspected incidents of bullying
- ensure students feel
  - safe and valued in the classroom
  - are listened to
- maintain a consistent approach when responding to students bullying allegations by following this policy
- report bullying

### **Monitoring and Evaluating Anti-Bullying Policy**

This will be monitored by:

- the school staff on a yearly basis
- reviewing Blue Book entries
- discussions in staff meetings
- The PBL Committee
- review at P&C Meetings

### **Positive Behaviour for Learning PBL**

Positive Behaviour for Learning is defined as being a broad range of systematic and individualised strategies for achieving important social and learning outcomes, while preventing problem behaviour. PBL is internationally acknowledged as a model for best practice, and is substantiated through empirical research and data. PBL (Positive Behaviour for Learning) is a long term Wellbeing commitment by BSPS which will take 3-5 years to successfully implement school-wide.

It is a process, not a program. It needs to be continually tailored and modified to meet our individual school's needs. PBL aims to address and reduce problem behaviours by managing the balance between student behaviour and student learning. It aims to clearly teach students what behaviours are expected of them.

### **What does PBL do?**

It provides a system to :

Explicitly teach behaviour

Uses data to inform action

Uses school-wide processes

Includes individual instructions

Prevents and decreases problem behaviour

Maintains positive behaviours

Support staff to effect change

**The three expectations that Bathurst South Public School has selected are being a positive learner, respectful and safe.**

**Respect** - Treat people and things with kindness and care

**Positive Learner** – Being an active participant in one's own educational success through study and classroom instruction

**Safe** - No one gets hurt physically or emotionally



Conrod – PBL Mascot

**Bathurst South Public School Matrix  
All Settings School Wide Expectations**

	<b>SAFE</b>	<b>RESPECTFUL</b>	<b>POSITIVE LEARNER</b>
<b>All Settings</b>	<ul style="list-style-type: none"> <li>*Work and play safely</li> <li>*Be in the right place at the right time</li> </ul>	<ul style="list-style-type: none"> <li>*Respect others, self and property.</li> <li>*Be proud of what you do and say</li> </ul>	<ul style="list-style-type: none"> <li>*Follow instructions</li> <li>*Actively participate</li> <li>*Always do your best</li> </ul>
<b>Top Level</b>	<ul style="list-style-type: none"> <li>*Stay in bounds</li> <li>*Wear a hat</li> <li>*Keep hands and feet to yourself</li> </ul>	<ul style="list-style-type: none"> <li>*Play by the rules</li> <li>*Speak politely</li> <li>*Water bottles only</li> </ul>	<ul style="list-style-type: none"> <li>*Follow instructions</li> <li>*Encourage others</li> <li>*Pay attention and listen</li> </ul>
<b>Top Level Equipment</b>	<ul style="list-style-type: none"> <li>*Only play on what you can reach</li> <li>*Keep hands and feet to yourself</li> <li>*Play calmly and carefully</li> </ul>	<ul style="list-style-type: none"> <li>*Take turns</li> <li>*Use equipment appropriately</li> <li>*Report any injuries to teacher</li> </ul>	<ul style="list-style-type: none"> <li>*Follow instructions</li> </ul>
<b>Middle Level Equipment and Sandpit</b>	<ul style="list-style-type: none"> <li>*Keep hands and feet to yourself</li> <li>*Play calmly and carefully</li> <li>*Up ladder and down slide</li> </ul>	<ul style="list-style-type: none"> <li>*Take turns</li> <li>*Use equipment appropriately</li> <li>*Report any injuries to teacher</li> </ul>	<ul style="list-style-type: none"> <li>*Follow instructions</li> <li>*Help pack away equipment</li> <li>*Line up quickly when bell rings</li> </ul>
<b>Middle Level Cola</b>	<ul style="list-style-type: none"> <li>*Play and use equipment safely</li> <li>*Place bags near seats out of walkways</li> </ul>	<ul style="list-style-type: none"> <li>*Use positive language</li> <li>*Play fairly</li> <li>*Keep area tidy</li> <li>*Keep noise levels to a minimum</li> </ul>	<ul style="list-style-type: none"> <li>*Follow teacher instructions</li> <li>*Encourage others to participate</li> <li>*Follow rules of the game</li> <li>*Line up quickly when bell rings</li> </ul>

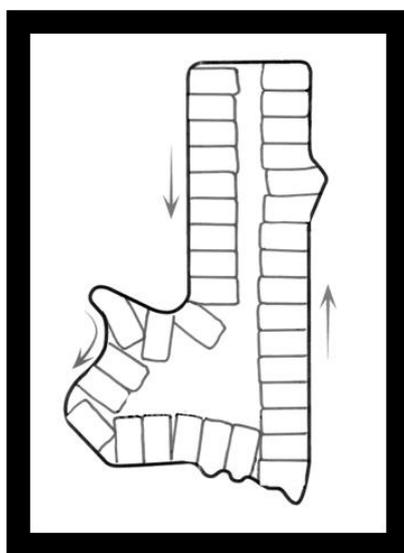
<b>Middle Level Grass</b>	<ul style="list-style-type: none"> <li>*Be aware of personal space</li> <li>*Play sensibly</li> </ul>	<ul style="list-style-type: none"> <li>*Use positive language</li> <li>*Play fairly</li> <li>*Follow teacher instructions</li> <li>*Keep area tidy</li> <li>*Share equipment</li> </ul>	<ul style="list-style-type: none"> <li>*Line up quickly when bell rings</li> </ul>
<b>Bottom Level Concrete</b>	<ul style="list-style-type: none"> <li>*Be aware of others</li> <li>*Move in a sensible way</li> <li>*Stay in bounds</li> <li>*Use area appropriately</li> </ul>	<ul style="list-style-type: none"> <li>*Share the space</li> <li>*Be considerate of others</li> <li>*Keep area clean and tidy</li> <li>*Solve problems calmly</li> </ul>	<ul style="list-style-type: none"> <li>*Follow instructions</li> <li>*Share, care and help others</li> <li>*Give each other a fair go</li> </ul>

	<b>SAFE</b>	<b>RESPECTFUL</b>	<b>POSITIVE LEARNER</b>
<b>Bottom Level Verandah</b>	<ul style="list-style-type: none"> <li>*Keep area tidy and clear of objects</li> <li>*Use seats, railings and steps appropriately</li> </ul>	<ul style="list-style-type: none"> <li>*Share space</li> <li>*Give way to others</li> <li>*Use appropriate voices</li> <li>*Keep area clean and tidy</li> </ul>	<ul style="list-style-type: none"> <li>*Be a good role model</li> </ul>
<b>Basketball Court</b>	<ul style="list-style-type: none"> <li>*Play safely</li> <li>*Be aware of others</li> <li>*Use equipment correctly</li> </ul>	<ul style="list-style-type: none"> <li>*Share space</li> <li>*Include and be considerate of others</li> <li>*Solve problems calmly</li> </ul>	<ul style="list-style-type: none"> <li>*Share, care and help others</li> </ul>
<b>Canteen</b>	<ul style="list-style-type: none"> <li>*Line up in two lines</li> </ul>	<ul style="list-style-type: none"> <li>*Use manners</li> <li>*Wait patiently</li> <li>*Know your order</li> </ul>	<ul style="list-style-type: none"> <li>*Have your money ready</li> </ul>
<b>Hall/Assemblies</b>	<ul style="list-style-type: none"> <li>*Wait for teacher to enter/exit</li> <li>*Stay on your class lines</li> </ul>	<ul style="list-style-type: none"> <li>*Leave the hall how you found it</li> <li>*Enter and leave quietly</li> <li>*Pay attention to the person speaking</li> </ul>	<ul style="list-style-type: none"> <li>*Listen carefully and follow instructions</li> <li>*Participate in school activities - applause, school song and creed</li> </ul>
<b>Front Office</b>	<ul style="list-style-type: none"> <li>*Visit with teacher permission</li> </ul>	<ul style="list-style-type: none"> <li>*Wait patiently</li> <li>*Use manners</li> </ul>	<ul style="list-style-type: none"> <li>*Listen carefully and follow instructions</li> <li>*Know what you need to say</li> </ul>
<b>Computer Room</b>	<ul style="list-style-type: none"> <li>*Use equipment appropriately</li> <li>*Sit properly on your chair</li> </ul>	<ul style="list-style-type: none"> <li>*Quiet voices</li> <li>*Keep headphones with PC</li> </ul>	<ul style="list-style-type: none"> <li>*Log off</li> <li>*Be on task</li> </ul>
<b>Art Room</b>	<ul style="list-style-type: none"> <li>*Use equipment sensibly and safely</li> </ul>	<ul style="list-style-type: none"> <li>*Leave the room the way you found it</li> <li>*Quiet voices</li> </ul>	<ul style="list-style-type: none"> <li>*Listen carefully and follow directions</li> </ul>

<b>Toilets</b>	*One person in each toilet *Wash Hands *Keep water in the sink *Keep food outside	*Use the toilet to toilet *Use the soap and toilet paper appropriately	*Use the toilet in break times/return quickly to class
<b>Bus Lines</b>	*Sit in your bus line while waiting *Line up in single file *Walk to and from bus	*Be on time *Speak politely *Wait quietly	*Follow instructions *Assist younger students
<b>Movement Between</b>	*Walk in two lines *Stay to the left	*Stay on paths *Give others personal space *Be quiet around classrooms	*Return to class promptly *Listen to teacher instructions

### (PBL) Reward System

PBL is being implemented across the entire school. We have a PBL school reward system where students who are demonstrating 'respect' are rewarded with a 'keep on track' ticket. The 'keep on track' tickets are placed in a weekly draw, held on a Monday morning, where the luck winner receives a canteen voucher. All tickets that were entered during that week are later placed into a see through container allowing students to see a cumulative amount of ticket over the weeks. When a certain level of tickets within the see through container is reached, all students in the school receive a reward, such as extra play or another no cost activity. We also have an individual reward system in class to recognise students who are continuously doing the right thing. All students have a Mount Panorama racing track where they need to collect racing flag stickers to complete a lap of Mt Panorama. Students who complete a lap will be rewarded with a no cost reward. These new rewards do not replace blue awards, they work alongside the already successful merit system we have in place.



Individual Class reward Chart



Keep on Track ticket

Reviewed: May 2023  
Next review: May 2024