



CENTRAL COAST
GRAMMAR SCHOOL

Anti-Bullying Policy (Students)

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Key support phone number: Police Youth Liaison: Brisbane Water Local Area Command: 4323 5599 / 131 444

1. Objective

Central Coast Grammar School rejects all forms of bullying. All students and staff have the right to be treated fairly and with respect in a manner consistent with the School's ethos of striving for excellence in all endeavours in a happy, caring and supportive environment.

This requires the establishment and maintenance of policies and procedures to ensure that all persons at the School can be free of intimidation, harassment, discrimination and victimisation.

Preventing and addressing bullying is a shared responsibility of the whole school community. Students, staff and families are expected to model and promote respectful relationships and appropriate behaviour. All instances of bullying should be reported and will be responded to in a timely and appropriate manner.

The school is committed to taking reasonable steps to:

- Provide a safe, secure and caring environment
- Raise awareness and understanding of bullying, violence and harassment
- Provide clear, consistent and equitable procedures for dealing with bullying behaviours
- Provide support and counselling services for those involved in bullying behaviours.

2. Context

This Policy applies to all members of the Central Coast Grammar School community, including employees, volunteers, parents and caregivers, students and visitors. It should be read in conjunction with the Anti-Bullying Procedure and other relevant School policies.

For instances of workplace bullying, please instead refer to the Discrimination, Harassment and Bullying Policy for Employees, Contractors and Volunteers Policy, the Grievance Procedure (Staff) and the Professional Standards Policy.

In responding to bullying, the School considers the nature of the behaviour, the context in which it occurs, and the impact on those involved.

The School takes reasonable steps to provide a safe and secure learning environment. Through education programs and school practices, the School promotes awareness and understanding of bullying and related behaviours. Clear, consistent and equitable procedures support the prevention, identification and management of bullying. Where appropriate, the School will provide access to wellbeing support for students involved.

3. Definitions

Bullying

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In determining whether behaviour constitutes bullying, the School applies the definition outlined in the NSW Anti-Bullying Framework.

Bullying behaviour is typically:

- ongoing and deliberate
- a misuse of power in relationships
- repeated covert/overt verbal, physical and/or social
- online and/or offline
- individual or group-based
- intended to cause physical, social and/or psychological harm
- difficult for the target to stop it from happening to them
- a violation of the right to dignity, safety, and education.

Bullying may occur face-to-face or through digital technologies, including online platforms and mobile devices.

Bullying is distinct from other forms of inappropriate behaviour. Single incidents of conflict, disagreement, or unkind behaviour, while not acceptable, do not generally constitute bullying unless they form part of a repeated or patterned misuse of power.

Direct physical bullying (when it aligns with the definition of bullying above) includes but is not limited to:

- Hitting, tripping, pushing, kicking
- Inappropriate gestures
- Invasion of personal space
- Stand-over tactics or threats and/or
- Interfering with another's property by stealing, hiding or damaging.

Direct verbal bullying (when it aligns with the definition of bullying above) includes but is not limited to:

- Name calling, insults or verbal abuse
- Teasing and put-downs e.g. belittling others' abilities, achievements or efforts
- Negative remarks about a person's race, gender, religion, appearance and/or sexual orientation
- Threats.

Indirect or covert bullying (when it aligns with the definition of bullying above) is harder to recognise as it is often carried out behind the victim's back and designed to harm reputation and/or cause humiliation. It includes but is not limited to:

- Lying or spreading rumours
- Playing jokes to embarrass and/or humiliate
- Mimicking
- Staring at someone deliberately in such a way that they feel uncomfortable or threatened • Excluding or encouraging others to exclude and/or
- Making comments about a person's morals

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Cyber-bullying (when it aligns with the definition of bullying above) includes but is not limited to:

- Sending unpleasant emails or text messages
- Posting items or photos on social media to threaten, humiliate and distress with or without consent.

Bullying is not:

- Mutual conflict where there is an argument or disagreement between persons but NOT an imbalance of power
- Social rejection or dislike as it is not feasible to think that all individuals will like every other person. Refusing to play with a particular child or not inviting them to a party, for instance, is not bullying provided that social rejection is not directed to a specific person or involves deliberate and repeated attempts to cause distress, exclude or create dislike by others
- Single acts of nastiness or meanness, random acts of aggression or intimidation, while not acceptable, are not defined as bullying.

4. Indicators of Concern

Staff are expected to remain attentive to changes in student behaviour or wellbeing that may indicate a need for support or further inquiry. Any concerns should be reported and managed in accordance with the School's wellbeing and discipline procedures.

5. Discouraging Bullying

Central Coast Grammar School promotes a safe and supportive learning environment through a whole-school approach to preventing bullying. This includes age-appropriate education that supports students to understand the impact of bullying, the role of bystanders, and appropriate use of technology.

Bullying prevention is addressed through curriculum programs, assemblies and year-level activities, as well as through the clear communication of behavioural expectations. Expected standards of behaviour, together with student rights and responsibilities, are outlined on MyCCGS and related School policies.

School reporting and monitoring processes reinforce these expectations and support early identification of concerns. Where behaviour does not meet expected standards, staff work with students to address the behaviour and support appropriate conduct. Positive strategies are used to promote pro-social skills and to support the wellbeing and safety of all students.

6. Responses to Bullying

All reports of bullying are taken seriously and acted upon. The staff member who receives a report is responsible for ensuring that the concern is referred for appropriate follow-up. The response to a reported bullying concern is coordinated by the relevant Head of School in collaboration with appropriate staff.

Allegations of bullying are managed in accordance with the Anti-Bullying Procedure and are investigated using fair and impartial processes.

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Where bullying behaviour is substantiated, the School responds with actions that are proportionate to the nature and seriousness of the behaviour. Responses may include restorative processes to support understanding of impact and accountability, as well as disciplinary consequences in accordance with the Discipline Policy and Procedure.

In determining appropriate outcomes, the School considers the behaviour, the context in which it occurred, the student's prior conduct record, and the student's age and maturity. Consequences may range from corrective action and monitoring to suspension or termination of enrolment, as required.

7. Monitoring, Reporting and Review

The School's wellbeing and leadership teams regularly review the implementation of this Policy to ensure it remains effective and aligned with current requirements. Staff are expected to be familiar with the Anti-Bullying Policy, Privacy Policy and Discrimination, Harassment and Bullying Policy for Employees, Contractors and Volunteers Policy, which are available via MyCCGS – Policies and Procedures.

Parents and caregivers are encouraged to contact the School as soon as possible if they have concerns about bullying. Reports may be made to a relevant staff member, including classroom teachers, House Coordinators or Heads of School, who will ensure the matter is referred through appropriate channels for follow-up.

Bullying concerns are managed in accordance with the School's procedures to ensure timely, consistent and fair responses.

This Policy does not extend the School's responsibilities beyond those required by law. The School reserves the right to review and amend this Policy as necessary, with updated versions published on the School website.

Associated Documents

Anti-Bullying Procedure (Students)

Child Safeguarding Policy

Complaints Handling Policy

Discrimination, Harassment and Bullying Policy for Employees, Contractors and Volunteers Policy

Grievance Procedure (Staff)

Professional Standards Policy

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Document Control

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3	06/11/2018	Policy Document Reviewed and Approved
4	04/02/2026	Policy Document Reviewed and Approved