BULLYING FLOW CHART

Reported Incident

Child attempts to deal with the issue themselves, supported by teacher (only if very minor)

Further Bullying:
- Student tells yard duty or class teacher
- Teacher deals with the issue and follows SBM policy (phone call required)
- If bullying is severe the student counsellor, cohort leaders or year level coordinators are notified
- Incidents recorded on student’s database and/or EDSAS file and to the class teacher
- Students involved, both the bullied and the bullies are to be involved in conflict resolution, mediation or another suitable program

If bullying still continues, bullies need to be considered for suspension and further action in line with the SBM policy. It may be applicable that the police are notified.

CONSEQUENCES FOR BULLYING

Bullying is a very serious matter. All episodes of bullying are required to be reported and will be dealt with.

Depending on the nature and frequency of the behaviour, consequences for bullying include:

- Formal interview between the school and the persons involved [Restorative Justice Session]
- A formal written apology
- Counselling
- Development of a Student Development Plan to support students in modifying behaviour.
- Disciplinary Action [in alignment with the Positive Behaviours Policy]
- Parents of all concerned informed of incident and actions taken
- Formal recording of incident on EDSAS and in serious cases, on the Incident Report Management System

In cases of significant and ongoing bullying, police action may well be involved.

- This policy does not supersede the Student Behaviour Policy
- Parents/Caregivers have the right to be notified at any stage
- Incidents need to be referred to management, counsellor or teaching staff. It is not the responsibility of support staff to deal with bullying issues

A partnership between staff, students and their families is necessary for developing responsible and positive choices of behaviour.
LEIGH CREEK AREA SCHOOL

CONTEXT

At the Leigh Creek Area School we believe that all students have the right to be treated fairly and equally.

DEFINITION

WHAT IS HARASSMENT?

Harassment is an act of aggression causing embarrassment, pain or discomfort to another person. Harassment can take a number of forms:

- Psychological
- Physical
- Sexual
- Verbal
- Exclusion
- Extortion
- Individual or Group

Harassment may be planned or unintentional. Passive harassment in the form of watching others involved in bullying and not doing anything about it, is damaging and contrary to the spirit of the school. Harassment is unlawful and may have serious consequences.

Examples of Harassment:

- hitting
- pushing
- spitting
- stealing
- hiding property
- excluding
- teasing
- name calling
- rumours
- damaging property
- making degrading comments
- cyber bullying including posting inappropriate comments on social media, emails etc
- standing by and watching it happen to others
- writing offensive graffiti
- ridiculing success, failure or appearance

PROCEDURES

Leigh Creek Area School encourages the reporting of complaints related to bullying and harassment, either formally or informally. All complaints must be dealt with consistently, fairly and quickly.

Grievance Resolution Procedure

1. If a person is being harassed they must ask the person who is responsible to STOP. Make it clear that the behaviour is causing discomfort and that it is unacceptable.

2. If the behaviour does not stop, or if the person who is responsible is too intimidating to approach, then the matter should be discussed with a staff member, or a member of the leadership team;

Principal: Iain Love
Deputy Principal: Sarah Mason
Counsellor: Helen Fesus
Senior School: George Cafcakis
Aboriginal Liaison Teacher: Helen Fesus

Phone Number: 8675 2062

Some of your choices are:

- To take the matter no further
- To ask someone to speak for you
- To ask the matter to be dealt with formally

EVERY PERSON AT LEIGH CREEK AREA SCHOOL HAS THE RIGHT TO:

- Be treated as an individual and with dignity
- Be able to feel safe
- Be able to learn free from anxiety