

APPENDIX 5: SAFE SCHOOLS POLICY

Mount Lawley Senior High School promotes and provides a supportive learning environment in which all students can expect to feel safe.

All members of the school community have a responsibility to take a proactive stand against bullying and violence.

WHAT IS BULLYING?

Bullying is a pattern of behaviour by one or more persons towards another which is designed to hurt, injure, embarrass, upset or discomfort that person. It occurs over time and involves an imbalance of power.

Bullying can be verbal, physical, emotional or social and can take the form of:

- Physical aggression
- Verbal putdowns
- Damage to property
- Spreading rumours
- Threats
- Deliberately damaging other's friendships
- Nasty, abusive or excessive volume of emails or SMS
- Excluding in a mean way
- Harassment - sexual, cultural, religious or gender

RIGHTS AND RESPONSIBILITIES

Every student has the fundamental right to learn in a safe, supportive environment and to be treated with respect. Bullying behaviour is unacceptable.

All members of the school community have a responsibility to treat others with respect.

A WHOLE SCHOOL APPROACH

Promoting a safe and supportive environment consists of:

- Promoting values of the Curriculum Framework;
- Involvement of parents, students and community members;
- Professional learning for staff on Countering Bullying;
- Risk minimisation through appropriate supervision and environmental design;
- Targeted programs for students at risk;
- Guest speakers or groups
- Countering Bullying Curriculum;
- Guidelines and procedures for managing incidents of bullying.

MANAGING INCIDENTS OF BULLYING

STAGE 1 POSITIVE CLASSROOM MANAGEMENT

Positive classroom management strategies	Don't turn a blind eye
Be on time for class and duty	Don't presume it is 'play'
Be vigilant at all times	Identify discrimination and inclusion problems
Recognise indicators of bullying	Identify problems early
Model, promote and expect respectful behaviour	



STAGE 2 BULLYING INCIDENT OBSERVED BY TEACHER OR REPORTED TO TEACHER

Ensure the safety of the bullied student
Defuse the situation using *non-punitive* response style
Discuss with alleged bully/victim and reinforce rights & responsibilities for appropriate behaviour
Document using Student Behaviour Reports and distribute
Monitor and follow-up – do not assume the problem is resolved because the student says so.



STAGE 3 BULLYING PERSISTS

Refer directly to the Year Coordinator, Community Leader, Associate Principal Assistant or Student Services Coordinator
Take action to ensure the safety of the bullied student.
Conflict Resolution/Mediation
Case Management
Written Agreements
Support for students involved
Use 'Shared Concern Method' if trained or problem solving strategies.
Document using Student Behaviour Reports and distribute
Monitor and follow-up – do not assume the problem is resolved because the student says so



STAGE 4 SEVERE BULLYING – DURATION OR INTENSITY

Refer to Student Service Coordinator/ Associate Principal Assistant /Associate Principal

Liaise with outside agencies	Parent Contact/Case Conference
In-school withdrawal	Alternative Education Plans
District Office Support	Out of school suspension
Support for students involved	Written Agreements
Case Management	

Document using Student Behaviour Reports and distribute
Monitor and follow-up – do not assume the problem is resolved because the student says so