



School should be a happy and safe place for all who attend.

WHAT IS BULLYING AND HARASSMENT?

Bullying and Harassment occur when people use power to trouble, annoy or oppress another person. In the process people are made to feel hurt, embarrassed or made to feel worthless or afraid because of what another person says or does.

HOW CAN YOU RESPOND IF BULLIED OR HARASSED?

- Ignore
- Walk away
- Ask for the behaviour to stop

IF THE BEHAVIOUR CONTINUES

- Take a friend with you
- Clearly and politely tell the bully or harasser that you don't like what they are doing and you want it to stop

IF THIS DOESN'T WORK OR YOU STILL FEEL UNCOMFORTABLE

- Talk openly about the problem to the student counsellor, another teacher or school adult and /or your parents
- Make a plan with them about how to deal with the behaviour. (This will include the harasser.)
- See how this works

IF IT DOESN'T WORK

- Make an appointment to speak to a member of the Leadership team.
- You may choose to take someone with you eg a teacher or a parent
- Talk openly about the problem and what has been tried
- The staff member will decide what action to take or refer matters to outside authorities

WHAT WILL THE SCHOOL'S RESPONSE BE?

Step 1

- Discuss the incident with the students involved
- Make a plan to deal with the behaviour and ensure that the bullying or harassment stops

Step 2 (if the harassment continues)

- Inform the parents of those involved
- Consider the options and determine further action which may include:

- ⇒ Completing an anti harassment contract
- ⇒ Parent / student / staff meeting
- ⇒ Counselling
- ⇒ Time out of class / the yard
- ⇒ Suspension (internal / external)
- ⇒ Exclusion (at the system level)