



SCHOOL ANTI-BULLYING POLICY

RIGHTS AND RESPONSIBILITIES

Within the Shalom community all students and staff have certain rights. However, along with those rights we also must take responsibility for our own actions.

All students and staff have the right to:

- feel safe, cared for and respected at Shalom;
- be free from threat and intimidation;
- an enjoyable day at school; and
- have a pleasant, healthy and safe environment

All students have the responsibility to:

- consider the impact of their actions on others;
- respect the property and rights of staff and students
- not accept bullying, but to report it; and
- follow the College policies.

All staff members have the responsibility to:

- provide a safe, secure learning environment for our students;
- strive to provide an environment free from bullying, harassment, intimidation and abuse;
- engender a culture where to “ignore” bullying is to condone it;
- be role models in word and action at all times; *and*
- follow College policy and conditions of employment.

What Can You Do If You Are Being Bullied?

- Any student who feels he/she is being bullied is encouraged to report these concerns immediately. Bullying will continue if those responsible think they can escape detection and avoid consequences
- Approach your Head of House, Pastoral Care teacher, classroom teacher, parents, support staff, counsellor or another adult with whom you feel comfortable
- The person receiving the complaint will report it to the Head of House
- Any report of bullying made to the College will be followed up sensitively and actions taken documented
- Try not to show that you are upset, try to look and sound confident. Bullies feel great if they have upset you
- If the bullying continues after reporting it, report it again. It's important that bullies get the message that their behaviour will not be tolerated
- Consider talking to the school counsellor for help in developing skills which can be useful in bullying situations.

How Can You Help Someone Who Is Being Bullied?

Consider the following:

- If you know of bullying, report it to a member of College staff, who will refer the matter to the Head of House.
- Tell the bully that you and your friends strongly disapprove of his actions. (A clear statement such as, "You need to stop doing that, it's not okay").
- The person being bullied may be too scared or upset to tell anyone. Remember that NOBODY deserves to be bullied.
- Offer support to students who are bullied. Let them know they can do something about it.

Advice for Parents

- Watch for signs that your child might be bullied. Some of the following might indicate bullying: wanting to miss school, a pattern of headaches or stomach aches, tension or unhappiness, becoming withdrawn, bruising, disappearance of property, damaged clothing
- If you think your child is being bullied, inform your child's Pastoral Care teacher or the House Coordinator
- Do NOT encourage your child to hit back or respond verbally
- Support your child in developing their talents and participating in sports or other activities that will build confidence
- If bullying involves severe physical abuse, you may wish to consider police action

SCHOOL RESPONSE TO BULLYING

Our school community does not condone bullying or harassment and the following process has been established to help us deal with such unacceptable behaviour should it occur:

- Based on the severity of the bullying incident, a student may commence at any stage of the below process
- The interview process may involve the Principal and/or Assistant Principal Student Formations, Deans of Student Welfare and Heads of House
- Parents will be kept informed at all stages of the process

STAGE 1

When concerns are raised regarding a student being bullied, or responsible for bullying, one of the above staff will manage the response and will seek information to clarify what has happened.

All students involved will be interviewed and if the reported bullying incident is substantiated, the student responsible for bullying will be issued with an Official Caution. A copy of this caution will be placed on the student's file.

Following this process, whoever is dealing with the situation will formulate an appropriate response to allow students to move forward. Counselling may also be recommended to students involved. Whoever is dealing with the situation will inform the parents of the students involved in the investigation process.

STAGE 2

When a repeated incident is substantiated the student(s) will be referred to the Assistant Principal Student Formations and / or Deans of Student Welfare who will:

- Provide a verbal and written response to the parents of the students involved;
- Request counsellor involvement to assist students involved in the bullying; and
- Consult with staff, students and parents to develop an appropriate, meaningful consequence.

STAGE 3

When a further bullying incident is substantiated there will be:

- An interview with the parents of the student responsible for bullying;
- A program of suspension and gradual reintegration with other students;
- A report placed on the student's file; Further Counsellor involvement; and
- A behavioural contract to be signed.

STAGE 4

Should a student reach this stage, the Principal will interpret this to indicate that the student has chosen, through his/her actions to exclude himself/herself from the College. This would be at the discretion of the Principal.

What are we doing at Shalom to prevent bullying?

- All students and staff upon entry to the College are educated about the antibullying policy;
- Explanation of this policy during Pastoral Care groups, assemblies and publication to parents;
- Inclusion of sessions promoting positive peer interactions in the school's pastoral and retreat programs;
- Use of the curriculum to examine aspects of bullying;
- Ensuring that the message 'it is okay to report bullying' is promoted;
- Visual advertising around the school;
- Teacher observation of students in and out of classes;
- Ongoing professional development of staff;
- Counselling for anyone affected by bullying.