

Bullying & Harassment Flow Chart

Students

If I am being bullied or harassed, I can choose to:

- Behave like it doesn't upset me and ignore it
- Ask them to stop
- Discuss the situation with my parents/caregivers or a teacher to determine what the next step could be
- Complete a pink report form (for bullying & harassment) or a purple form (to report an unresolved problem, issue, conflict or argument that affects your learning and wellbeing at school)

These forms are available at school reception, the Resource Centre and from the counsellor. Give it to the reception staff who will pass it on to staff who can help.

When an issue of bullying/harassment is reported to a staff member, they will take appropriate action and may refer the matter to your Year Level Manager.

Depending on the nature of the issue, the Year Level Manager will decide on the next step(s).

This may include:

- Giving a formal warning to whomever is bullying or harassing
- Arrange a restorative meeting and put in place agreed actions
- Contact parents/caregivers to discuss the issue
- In-school consequence for whomever is bullying or harassing

If the issue remains unresolved or there are breaches of a Restorative Agreement; further consequences may be enforced. At this stage, contact will be made with parents/caregivers of all students involved.

Consequences may include:

- Internal/external suspensions
- Referrals to other support agencies

If the situation continues, exclusion from school may be actioned for the person who is bullying you. This may also include referral to support agencies.

Parents/Caregivers

If your child reports an issue of bullying/harassment to you - have a discussion with your child to gain an understanding of the situation. Talk through appropriate management of the situation.

You can inform the school about an issue related to bullying or harassment and the matter will be investigated. Contact your child's Home Group teacher or Year Level Manager.

In the case of serious or persistent issues, a member of the Senior Leadership team (Principal, Deputy Principal, Assistant Principal or Senior Leader) will work with the Year Level Manager.

Following an investigation, the Year Level Manager will put sanctions in place, if required.

Feedback will be provided to you and your child.

If the issue persists, you should contact a member of the Senior Leadership team, who will work with all parties to resolve the situation.

Where parents/caregivers have exhausted all other options for resolution, they may contact the Parent Complaint Unit (1800677435) for further support and information.