



*In partnership with parents Strathalbyn Christian College aims to make known the Lordship of Jesus Christ through excellence in education to equip students for works of service ~ College Mission Statement.*

## Rationale

All students, parents and staff have the right to feel and be safe at the College.

The label of “bully” is often unhelpful as it stigmatises an individual. At Strathalbyn Christian College our approach is to deal with behaviour. It is important to remember that conflict amongst people is common but is not by default necessarily bullying.

The aim of the policy is to communicate to all members of the school community that at Strathalbyn Christian College we take incidences of bullying seriously and will intervene in a timely and consistent manner.

The procedures outline simple approaches and strategies that will be used when dealing with incidents of bullying as they occur.

## Scope

This policy/procedure defines the way our College will deal with incidences of bullying by students.

## Definitions

- A person is bullied when one or more other people expose them regularly and over time to negative or harmful actions.
- Bullying occurs when people intimidate, exclude, threaten and/or hurt others repeatedly.
- Bullying is a clear form of harassment.

## References

### Related Policy and Procedure

1. Code of Conducts Policy (Staff, Students & Volunteers)
2. Student Behaviour Management Policy
3. Dispute Resolution Policy
4. Expulsion Policy

This Policy was adopted in July 2013  
Next due for revision in Term 3, 2016

## Policy

This policy applies to all members of the Strathalbyn Christian College community.

Because each member of the College community is seen to be made in the 'image of God' and is God's precious creation:

- Bullying is not acceptable behavior;
- Bullying is not tolerated;
- Bullying is considered a major issue.

Bullying is a societal wide problem and Strathalbyn Christian College has a zero tolerance to bullying. If a child is bullying, parents should expect to be notified, and in some incidents, an interview with the Deputy Principal or Principal may be necessary.

Each member of the College community has the responsibility of ensuring the safety of the other members of the community. All staff who either witness or are informed of bullying must:

- a) Establish the facts as far as possible;
- b) If you have a reasonable belief that bullying has occurred - report the incident to the Deputy Principal who will investigate.

### **Common forms of behaviour that are not acceptable and will not be tolerated include:**

- Causing physical discomfort or pain to another;
- Teasing or verbal abuse;
- Unjustified exclusion of students from an activity or group;
- Gossiping or telling lies or spreading rumours about another person;
- Damaging possessions or taking and using them without permission;
- Making another person feel uncomfortable by the use of sexual references or actions;
- Using offensive racial terms or references;
- Causing another person to be afraid at the College or on the way to or from the College;
- Making threats against a person, their family or to damage their personal property;
- Using technology such as mobile phones, e-mail or social media as a form of harassment.

### **College responsibility:**

- To reinforce within the College community what bullying is, and the fact that it is unacceptable;
- Each classroom teacher is to clarify at the start of each year the College position on bullying;
- To encourage everyone within the College community to be alert to signs and evidence of bullying;
- To promote a culture where children and staff report bullying incidents involving themselves or others;
- To ensure that all reported incidents of bullying are followed up appropriately and that support is given to both victims and perpetrators;
- To seek parental and peer-group support as appropriate;
- To ensure any staff member who would like assistance is provided with Professional Development relating to bullying, harassment and proven counter measures;
- To provide programs that promote resilience, life and social skills, assertiveness, conflict resolution and problem solving;
- To ensure that the curriculum includes anti-bullying messages;
- To encourage parents to contact the College if they become aware of a problem;
- To provide a Pastoral Care Team who is available for students who feel they are suffering from bullying.

## Procedure

### ACTION TO BE TAKEN WHERE STUDENT BULLYING HAS OCCURED

Where it has been established that bullying has occurred, the normal process is outlined below.

The Principal has the discretion to vary this process in some circumstances.

In the case of criminal behaviour, or where staff and student welfare cannot be guaranteed, final sanctions may be applied immediately and Police called if warranted.

#### 1. First Offence

- 1.1 Deputy Principal records incident and talks with the student about the behaviour and explains why the behaviour is inappropriate.  
The student is counselled on appropriate behaviours and warned of the consequences if there is a subsequent offence.
- 1.2 Student will be referred to Pastoral Care Team for counseling and mediation.
- 1.3 Parents are notified by phone by the Deputy Principal.
- 1.4 Student Services send the parents a letter by email along with the Student Bullying Report which the parents must sign and return.
- 1.5 Where deemed necessary, suitable punishment may also be applied by Deputy Principal
- 1.6 The Student Bullying Report is kept on file.

#### 2. Second Offence

- 2.1 As per first offence 1.1 to 1.6.
- 2.2 The student reviews and re-signs the Code of Conduct form in the presence of parents and Deputy Principal or Principal.
- 2.3 Appropriate discipline will be given for the offence by the Deputy Principal or Principal

**3. Third Offence**

- 3.1 Parents are notified by Deputy Principal or Principal.
- 3.2 A meeting is arranged which will involve the parents, teacher, Pastoral Care Team member and Deputy Principal.
- 3.3 The student will complete the "Student Bullying Report" form, which is signed by the student, parent and Deputy Principal or Principal. The Student Bullying Report is kept on file.
- 3.4 Parents are informed that the likelihood of a fourth offence will result in the student being expelled from the College.
- 3.5 Suspension from the College community as determined by the Deputy Principal or Principal. While on suspension students must complete any College requirements as determined by the Pastoral Care Team, Deputy Principal or Principal.
- 3.6 The student will be required to continue counselling or mediation with a Pastoral Care Team member after returning to the College.
- 3.7 The student will undergo a period of probation after returning from suspension as determined by the Deputy Principal or Principal.
- 3.8 Student to review the Code of Conduct form with the Principal.

**4. Expulsion**

- 4.1 Should steps 1 to 3 above not result in a change of behaviour from the student, or if the Principal considers that a situation/incident is grave enough for expulsion (irrespective of the above steps) the Principal will call a meeting with the Deputy Principal and parents to explain the College decision to expel the student.

**ACTION TO BE TAKEN WHEN AN ADULT FEELS BULLIED**

- 1.1 Every person within the Strathalbyn Christian College community needs to be confident that help is available if they are made to feel uncomfortable, or suspect/believe they are the victims of bullying.
- 1.2 They should ask for support from a trusted colleague or member of staff.
- 1.3 In all cases, if the matter hasn't been satisfactorily resolved, it is vital that the Deputy Principal or Principal is advised.
- 1.4 A meeting will be held and steps collaboratively worked out to ensure people feel safe and supported.