Sacred Heart School, Petone

Safe School Policy

RATIONALE:

As part of its overall Safe School Policy Sacred Heart School actively seeks to provide an environment that is safe from all forms of intimidation

PURPOSE:

To provide a comprehensive, universally understood definition of bullying behaviour and to outline strategies for all members of the school community to combat social, emotional, physical and all other forms of intimidation.

DEFINITION:

> **Bullying is physical or emotional intimidation that causes pain, discomfort, anxiety or stress to the victim.**
>
> **Bullying usually has five common features:**
>
> - It is deliberate
> - It is repeated over a period of time
> - it is difficult for those being bullied to defend themselves
> - it is difficult for those who bully to learn new social, behaviours
> - Those who bully have, and exercise power over others
>
> **There are four main types of bullying:**
>
> - Physical: hitting, kicking, taking belongings
> - Verbal: name-calling, insulting and racist remarks
> - Indirect: spreading nasty stories, excluding from groups
> - Digital: Social networking, texting

GUIDELINES:

1.   All members of the school community have responsibility to recognise bullying and to take action when they see it happening.

2.   All staff treat any report of bullying seriously and take action. (See attached Procedures for dealing with incidents of Bullying)

3.   Staff first listen to the student or students, and make enquiries as may be necessary to clarify exactly what has happened.

4.   The student(s) are assured that they have acted correctly in reporting the bullying.

5.   Parents of all students involved are informed of the bullying.

6.   A support and guidance programme is put in place by the school

7.   Any student involved in bullying of a concerning nature will have an incident report recorded on his/her Etap profile

8.   Class/ Playground Behaviour Management programmes are in place to track and deal with all incidents of inappropriate behaviour

9.   This policy is to be read in conjunction with the Procedure for Behaviour Management and the Procedure for Dealing with Incidents of Bullying

10.   If the issue is not resolved satisfactorily the school's complaints policy as outlined in the Governance manual should be followed.

Reviewed: May 2013

To be reviewed: May 2016

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