

Grievance Procedures

We all use grievance procedures to stop bullying. Every student and every situation is different and therefore we treat every situation according to the issue and its severity.

If someone is

Teasing you

OR

Calling you names

OR

Harassing you

AND YOU ARE FEELING OK TRY IGNORING IT.

IF YOU ARE NOT FEELING OK THEN YOU NEED TO

Tell the person to **STOP** what they are doing.

State the problem clearly.

"I have a problem with _____ it makes me feel
_____ I want you to _____."

Tell them toughly, saying exactly what behaviour you don't like.

You may want to ask an older child to help you.

If the behaviour stops you do not need to notify a teacher.

If the harassment continues you need to tell a staff member.

Ask for some help.

Tell them what you have already said to the person harassing you.

REMEMBER

If the problem is not solved speak to another staff member.

**IF YOU DON'T TELL SOMEONE WE WILL THINK EVERYTHING IS
OK.**



Anti Bullying Policy

At Wandana CPC - 7 School everyone has the right to be safe.

It is everyone's responsibility to ensure all students work to reach their potential.

To achieve this:

- teaching and non teaching staff ensure the curriculum is relevant and interesting
- staff and students work to build positive relationships based on mutual respect and tolerance
- adults and students share high expectations about behaviour and learning
- adults provide support for students and students in turn support each other when difficulties arise
- students provide positive role models for each other
- students build positive self esteem by using opportunities to take on leadership roles
- the school community accepts and celebrates people's differences
- we care for ourselves by having a whole school focus on healthy life styles
- we take care of each individual in our student community

Bullying stops people from achieving their potential and we are all responsible for stopping it!

School region contact number: 8256 8111

What is bullying?

Bullying is:

- a repeated, unjustifiable behaviour that may be physical, verbal or psychological
- intended to cause fear, distress or harm to another
- intended to take away someone's power or safety
- conducted by a more powerful individual or group against a less powerful individual or group

Bullying can be physical (hitting, kicking, pushing, strangling, throwing things), non physical (name calling, teasing, racial harassment, gossiping), non verbal (threatening and obscene gestures, excluding from a group or activity, removing or hiding belongings), sexual harassment (inappropriate touching, not respecting personal space) or sex - based harassment (eg. teasing about girlfriends/boyfriends).

If you see bullying you must report it straight away. It is everyone's responsibility to stop bullying!

What do we do when bullying occurs?

We listen and talk to both the person who has been bullied and the person who has bullied others. We may also talk to any witnesses. We put negotiated consequences in place for the student who has been bullying others. We talk through all of the issues and provide time for students to give their input. We provide counselling and follow up support. We contact families using formal and informal processes depending on the issue and its severity.

Roles and Responsibilities. What we do to reduce bullying.

STAFF:

Our prevention strategies include social skills programmes. Which teach students about conflict resolution, anger management and problem solving. Students are taught how to play safely and feel good about themselves. Students are explicitly taught grievance procedures and are given opportunities to practise using them. Student Voice is a whole school focus where students are given many opportunities to make decisions about their school. Communication is very important in stopping bullying.

STUDENTS:

Use grievance procedures. Tell a teacher straight away if you are not happy. Don't retaliate but try and solve the problem. Show leadership and look after each other. Gossiping hurts so if someone gossips tell the person gossiping that you don't want to hear what they have to say. If someone uses the grievance procedures with you stop straight away. Report bullying straight away. Communication is very important in stopping bullying!

FAMILIES:

Stay calm if there is a problem and speak to the teacher, Donna or Mrs. Robertson. Don't talk to other families or the other child involved. Listen to your child and ask how their day went (perhaps not straight after school). Take time to discuss friendships, relationships and ensure all is okay at school. Learn about our grievance procedures so you can support your children. Families report bullying when they see it. Communication is very important in stopping bullying.