



# Anti-bullying: Policy and Procedures

Category	Policy and Procedure
Intended Audience	Teaching Staff, Parents, Students
Date of Issue	2011
Last Update	2014
Author(s)	Deputy Principal
Pages	3 including attachment

# Anti-bullying: Policy and Procedures

## Preamble

New England Girls' School aims to provide a safe and caring environment for all members of the School community. Bullying or harassment will not be tolerated at New England Girls' School.

Bullying is the repeated and sustained use of psychological or physical power (oppression) by an individual or group of persons against a less powerful person.

Bullying can include but is not limited to:

- Physical and psychological intimidation or abuse
- Verbal abuse especially name calling
- Cruel teasing
- Removing and hiding belongings
- Threatening or menacing gestures
- Exclusion that is malicious
- Spreading malicious rumours
- Cyber assault: any of the above can occur with the use of technology including, but not limited to, telephones, videophones, video cameras or computers.

The School encourages the reporting by the victim or any concerned person, of suspected bullying behaviour, to a responsible adult. This adult could be, but is not limited to, a class teacher, Head of House, a Year Advisor, the Chaplain, the Deputy Principal or a parent. The responsible adult then has a duty to ensure that the matter is referred to the relevant person within the school.

Victims of bullying will be supported. All reports will be taken seriously and all bullying incidents will be investigated. All reports will be dealt with in a confidential manner.

Action taken will proceed initially from a conflict resolution approach.

**At New England Girls' School there are consequences for choosing to bully someone else.**

## **First Offence**

- Within the day school you will be placed on a Level 3 monitoring card for a period of 10 school days. This is monitored by the Deputy Principal.
- You will complete 8 hours of community service immediately following the offence. No excuse, including missing sport, family functions or anything else will be accepted.
- Parents are notified.

**Second Offence**

- You will be internally suspended at the discretion of the Deputy Principal. This will include you being completely separated from your peers during class time, recess and lunch time.
- Your parents will be notified.

**Third Offence**

- You will be externally suspended for five days.
- Your parents will be notified.
- You will be required to attend counseling sessions which may include the use of external personnel.
- You will return for a suspension interview with your parents and the Deputy Principal.
- Placed on a Green Card for 10 school days to support the student.

**Fourth Offence**

- Your parents will be called in and an interview with the Principal, Year Advisor and your parents will take place. Your position at NEGS will be reviewed and you may be expelled.

I, \_\_\_\_\_ have read what can constitute bullying and the consequences if I choose to bully someone at New England Girls' School. I understand my Year Advisor will record any bullying offences and I accept the consequences for bullying at NEGS.

\_\_\_\_\_ Date: \_\_\_\_\_

