

LEVEL 1

If the bullying incident is minor or first time occurrence, teacher may elect to use one or more anti-bullying practices:

Teacher use one or more anti-bullying practices:

(e.g., stopping the bullying/re-statement of rules and consequences, restorative questioning, think time detention, private conference, shared control discussion). If the student does not take control over his/her behaviour, a **Bullying Incident Report Form** should be completed and submitted to Year Level Coordinator).

LEVEL 2

If the bullying behaviour continues or in instances of severe bullying behaviour, a referral should be made to the Year Level Coordinator.

Here the year level coordinator makes contact with the parents of the victim and perpetrator. A meeting with the student will be held to discuss the implementation of various strategies.

REPORT TO THE COORDINATOR

The coordinator will undertake the following actions as required:

- Investigate(take notes) victim, witnesses and perpetrator
- Fill out a **Checklist for Bullying Processes sheet**
- Contact parents of the victim and perpetrator
- co coordinator meets with the perpetrator to implement some /all of the following options;
(behaviour contract, discussion/mentoring, restorative conference, detentions, refer it onto the sub school leader).
- Ongoing recorded monitoring to occur with both the victim and the perpetrator in order to access student well being and behaviour modification.
- Mentoring of different social and emotional learning competencies including structured learning activities

LEVEL 3

“At risk” students whose bullying behaviour is severe and for other non-at-risk students whose bullying and other aggressive behaviour is resistant to change and other previous interventions will be referred onto the sub school leader.

The sub school leader will put into place the following interventions as required:

- Contact the parents of both the victim and perpetrator
- Revisit previous interventions
- Review the situation and decide on an appropriate intervention (which may include suspension from school, either in school or external suspension)
- Liaise with a member of the principal class
- Ongoing bullying will result in more severe consequences
- Referral onto the Student Wellbeing Coordinator

LEVEL 4

Students whose severe bullying behaviour resists school efforts and represents a significant threat to the safety and wellbeing referred to Student Wellbeing coordinator using *Formal Referral Sheet*.

Student Wellbeing Coordinator may make referrals onto community agencies and organisations that can offer more intensive services to the student and student’s family.

- SWC will work with the student/s involved in the bullying and in liaising with the sub schools may implement various strategies which may include:
 - referral onto school based Educational Psychologists
 - Referral to community agencies and organisations that can offer more intensive services to the student/s and the students family
 - Will liaise with principal class where necessary