

Policy Name	Anti-Bullying and Sexual Harms Prevention Policy
Policy Document No.	SAF-007
Head of Policy	College Principal
Management Responsibility	Head of High School Head of Primary School
Attention	• Students • Staff • Parents and Guardians
Date of Introduction	1 Aug 2026
Date Policy to be Updated	30 Aug 2030
Related Legislation	• <i>Disability Discrimination Act 1992 (Cth);</i> • <i>Human Rights Commission (HREOC) Act 1986 (Cth);</i>

	• <i>Racial Discrimination Act 1975 (Cth);</i> • <i>Racial Hatred Act 1995 (Cth);</i> • <i>Sex Discrimination Act 1984 (Cth); and</i> • <i>Young Offenders Act 1997 NSW</i>
Related College Policies	• The Staff Code of Conduct • The Pastoral Care Policy • The Behaviour Management Policy & Procedures • The Anti-Bullying Policy • The Child Protection Policy • The Disability Provisions Policy • The Complaints and Grievances Policy
Endorsed By	Board of Directors
Access	College Intranet

Table of Contents

1. BACKGROUND	3
2. DEFINITIONS	3
3. INTRODUCTION	7
3.1. Policy Statement	7
3.2. Scope	8
3.3. Key Legislation	8
4. THE ANTI-BULLYING AND SEXUAL HARMS PREVENTION POLICY	8
5. RESPONSIBILITIES	9
5.1. Members of Staff	9
5.2. Students	10
5.3. Parents and Guardians	10
5.4. The Moriah College Community	10
6. REPORTING	10
6.1. Students, staff members, parents/guardians and members of the College community	11
6.2. Procedure	11
6.3. Investigations into Allegations of Bullying, Sexual Harassment and Pornography Access	11
6.4. Consequences of Bullying, Sexual Harassment and Pornography Access	12
6.5. Support Services available for Students	13
7. CONFIDENTIALITY	14
8. RECORD KEEPING	14

ANTI-BULLYING AND SEXUAL HARMS PREVENTION POLICY

1. BACKGROUND

This Policy outlines the College's approach to bullying and associated harmful behaviours. It provides a framework for the College to work together with students, staff, parents/guardians and members of the College Community, to prevent and address issues of student bullying, sexual harassment, pornography access and child exploitation material, in order to safeguard children and build respectful relationships.

This Policy supports and reinforces the College's mission - to achieve excellent academic standards by promoting the intellectual, spiritual, moral, social and physical development of students underpinned by Jewish values. Moriah strives to foster critical thought, cultural engagement, tolerance, social responsibility and self-discipline. The total development of all our students remains our overall concern – helping them to proudly realise their full potential as Australian Jews.

This Policy also supports and reinforces the College's Core Values which are....

The College is committed to providing an educational environment in which students feel valued and secure. To achieve this end, the College seeks to create a school-wide culture that:

- Allows students to flourish, free from discrimination, harassment or any form of bullying;
- Does not tolerate, condone or trivialise bullying or harassing behaviours;
- Is aware of what constitutes bullying or harassing behaviours;
- Provides support to the victims of bullying; and
- Deals firmly so that they either stop their behaviour or leave the College.

This Policy has been drafted in accordance with the National Safe Schools Framework.

2. DEFINITIONS

'bullying' – is repeated verbal, physical, social or psychological behaviour that is harmful and involves the misuse of power by an individual or group towards one or more persons.

Bullying can involve humiliation, domination, intimidation, victimisation and all forms of harassment including that based on gender, sexual orientation, race, identity, culture or ethnic origin, religion, physical characteristics, marital, parenting or economic status, age, ability or disability.

Bullying takes many forms and can occur face-to-face or online. It can, for example, include:

- Verbal harassment: swearing, name calling, teasing, threatening, spreading rumours;
- Physical harm: punching, spitting, kicking, pushing;
- Exclusion: deliberately leaving someone out of an activity or ignoring them;
- Extortion: demanding money, food, favours;
- Interference with damage to personal belongings, stealing;
- Physical gestures: faces, obscene gestures; and
- Written abuse.

The symptoms associated with bullying include, but are not limited to:

- Not wanting to go to school;
- Reactivity at home including outbursts of anger or upset;
- Low mood or depression;
- Poor self-respect;
- Increased need for reassurance;
- Psychosomatic symptoms such as headaches and stomach aches;
- Bed-wetting and sleeplessness particularly in the young;
- Withdrawal and reluctance to 'join in';
- Decline in social involvement;
- Requests for extra money;
- Out-of-character behaviour and/or aggressive behaviour;
- Evidence of physical trauma (bruises, scratches, cuts, torn clothing); and/or
- Decline in academic performance or engagement at school.

Bullying behaviour is not:

- Children arguing or not getting along well;
- A situation of mutual conflict;
- Single episodes of nastiness or random acts of aggression or intimidation; or
- Reasonable disciplinary action conducted in a reasonable manner, does not constitute bullying.

'College' – comprises the following entities: Enter ABN, Name etc.

- Example College or

'cyberbullying' - is causing hurt via modern technologies such as the Internet and other forms of social media, and through the use of smart phones and other mobile devices. Examples of cyber bullying include:

- Sending hateful or threatening comments or pictures via mobile phone or online;
- Using modern technologies to engage in the social exclusion of someone and in hate group recruitment;
- Posting rude, explicit or embarrassing messages or sexually explicit photos and making them available for others to see via a carriage service such as mobile phone or computer;
- Stealing someone's identity in order to harm them in some way;
- Putting pressure on a person to send revealing or compromising pictures of themselves;
- Covertly filming, recording or taking a picture of someone and posting the images online to cause hurt;
- 'Outing' and disseminating confidential information about someone;
- 'Flaming' and multi-messaging to clog up a person's electronic system and to cause them distress;
- Using aliases and pseudonyms in chat rooms and on social networking sites in order to harass and upset;
- Engaging in cyber-stalking and the invading of privacy; and
- Referring to the College, staff and/or students in a disparaging way online.

Indications that a child or adolescent may be experiencing cyberbullying, include the following:

- Hesitant to be online or unexpectedly stops or avoids using the computer;
- Nervous when an Instant Message, text or email appears (watch your child's response);
- Visibly upset, angry, or depressed after using the computer or mobile phone;
- Hides or clears the computer screen or mobile when you enter or doesn't want to talk about online activity;
- Starts using the computer when you're not in the room (a change in pattern);
- Keeps going back and forth to check the screen in shorter spurts;
- Withdraws from friends, wants to avoid school or peer activities or uneasy about going outside in general, pulls away from family members;
- A sudden sullen, evasive, withdrawn, marked change in personality or behaviour;

- Trouble sleeping, loss of appetite, excessively moody or crying, seems depressed;
- Suspicious phone calls, emails and packages arrive at your home; and
- Possible drop in academic performance or a falling behind in schoolwork.

'discrimination' - discrimination occurs when people are treated less favourably than others because of their identity, race, culture or ethnic origin; religion; physical characteristics; gender, sexual orientation; marital, parenting or economic status; age; ability or disability.

Some examples of discrimination include where students:

- Exclude children of a different culture or religious observance from a friendship group; and,
- Refuse to include a student with a disability in their game.

Discrimination interferes with the legal right of all people to be treated fairly and have the same opportunities as everyone else.

'harassment' - harassment is behaviour that targets an individual or group due to their gender, sexual orientation, race, identity, culture or ethnic origin, religion, physical characteristics, marital, parenting or economic status, age, ability or disability.

Harassment may be an ongoing pattern of behaviour, or a single act; directed randomly or towards the same person(s); and/or intentional or unintentional.

Some examples of harassment include, where students:

- Ridicule someone who doesn't speak English;
- Tease someone who wears different clothes due to religion/beliefs;
- Make suggestive comments or insults based on gender;
- Make fun of someone who needs a wheelchair or walking frame for mobility;
- Put down someone who is obese or very thin; and
- Tell offensive jokes deliberately to put down a particular societal group.

'sexual harms' refers to the following defined terms of 'sexual harassment'; access or sharing of 'pornography'; and access, production or distribution of 'child exploitation material' (also referred to as 'child pornography' or 'child abuse material').

'sexual harassment' - Sexual harassment is any unwelcome conduct of a sexual nature. If a reasonable person would anticipate this behaviour might make you feel offended, humiliated or intimidated, it may be sexual harassment. Sexual harassment is unlawful under the Sex Discrimination Act 1984 (Cth).

Some examples of [behaviour that may be sexual harassment](#) include:

- Sexually suggestive comments or jokes
- Intrusive questions about a person's private life or physical appearance

- Inappropriate staring or leering
- Unwelcome hugging, kissing or cornering or other types of inappropriate physical contact
- Sexually explicit text messages, images, phone calls or emails

‘pornography’ – Pornography is *‘[Sexually explicit media](#) that are primarily intended to sexually arouse the audience’. It includes images of female or male nudity or semi-nudity, implied sexual activity, and actual sexual activity.*

It is [recognised](#) that mainstream (readily available) online pornography is often objectifying, violent, power imbalanced, degrading, humiliating and extreme.

It is unlawful under the Criminal Code Act 1995 and subsequent Crimes Legislation Amendment 2004, to use a carriage service in a way that reasonable persons would regard as being, in all the circumstances, menacing, harassing or offensive. In addition, the Classification (Publications, Films and Computer Games) Enforcement Act 1995 NSW makes it unlawful to privately or publicly exhibit Refused Classification (RC), X 18+ or R 18+ films in the presence of minors.

The symptoms associated with watching pornography include, but are not limited to:

- Hesitant to be online or unexpectedly stops or avoids using the computer;
- Visibly upset, angry, or depressed after using the computer or mobile phone;
- Hides or clears the computer screen or mobile when you enter or doesn’t want to talk about online activity;
- Starts using the computer when you’re not in the room (a change in pattern);
- Withdraws from friends, wants to avoid school or peer activities or uneasy about going outside in general, decline in social involvement, pulls away from family members;
- A sudden sullen, evasive, withdrawn, marked change in personality or behaviour;
- Trouble sleeping, loss of appetite, excessively moody or crying, seems depressed;
- Decline in academic performance or engagement at school;
- Reactivity at home including outbursts of anger or upset;
- Low mood or depression;
- Poor self-respect or lack of respect for others;
- Psychosomatic symptoms such as headaches and stomach aches;
- Bed-wetting and sleeplessness particularly in the young;
- Out-of-character behaviour and/or aggressive behaviour; and/or
- Problem Sexual Behaviour or Sexually Abusive Behaviour as outlined within the Child Protection Policy.

‘child exploitation material’ (also referred to as ‘child pornography’ or ‘child abuse material’) can be any material that shows someone under 18 years of age in sexual activity or posed in a sexualised way. Extended legal definitions and parameters are outlined in the Criminal Code Act 1995 and subsequent Crimes Legislation Amendment 2004. The access, production and distribution of child exploitation material is illegal. The way authorities deal with self-produced ‘nude images’ (or sexts), varies case by case; however, it doesn’t matter how old a person is, they can still be charged with producing, possessing or distributing this content.

‘parent/s’ - includes ‘guardian/s’.

3. INTRODUCTION

3.1. Policy Statement

Moriah College places a high priority on the care, safety and welfare of each student. The College has zero tolerance for bullying and sexual harms, and is committed to the core values of commitment (*examples of school values. ie*) responsibility, respect and integrity to create a school-wide culture of support and trust, to eliminate all forms of bullying behaviour.

The aims of this Policy are to:

- Provide a safe, secure learning environment within which students learn effectively and behave responsibly;
- Ensure positive relationships are created and maintained within the College community;
- Raise awareness of the issues involved with bullying and provide information to students, staff and parents;
- Support and empower students and to build their emotional resilience on their life journey;
- Encourage students to develop self-discipline by accepting responsibility for their own behaviour; and
- Implement transparent and accountable procedures to address bullying behaviour at both educational and disciplinary level.

3.2. Scope

This Policy applies to all students at the College, whilst at school, on the way to and from school, at school excursions or school endorsed activities, or where they are representing the school either by activity or uniform.

In specific reference to cyberbullying, these policies may extend beyond College-based online behaviour to behaviour that occurs outside of school hours or the College grounds, but which involves, or impacts on, students from the College.

3.3. Key Legislation

- *Disability Discrimination Act 1992 (Cth);*
- *Human Rights Commission (HREOC) Act 1986 (Cth);*
- *Racial Discrimination Act 1975 (Cth);*
- *Racial Hatred Act 1995 (Cth);*
- *Sex Discrimination Act 1984 (Cth); and*
- *Young Offenders Act 1997 NSW.*
- [Classification](#) (*Publications, Films And Computer Games*) *Enforcement Act 1995 NSW*
- [Criminal Code Act 1995](#)
- Crimes [Legislation Amendment](#) (Telecommunications Offences and Other Measures) Act 2004
- [National Classification Code](#) (*May 2005*)

4. THE ANTI-BULLYING AND SEXUAL HARMS PREVENTION POLICY

- 4.1. The College does not tolerate, condone or trivialise bullying, sexual harms, or online content that promotes these behaviours.
- 4.2. All students and members of staff have the right to feel and be safe in the school grounds, and when travelling to and from the College.
- 4.3. All students and members of staff have the right to be treated fairly and with dignity in an environment free from disruption, intimidation, harassment, victimisation, sexual harms and discrimination.
- 4.4. No student, employee, parent, guardian or member of the Moriah College community should experience bullying or sexual harms within the learning or working environments of the College.
- 4.5. All members of the Moriah College community have a responsibility to preventing bullying and sexual harms, by modelling and promoting appropriate behaviour and respectful relationships.
- 4.6. Each member of the Moriah College community has a responsibility to ensure the safety of each other member of the community.
- 4.7. Victims of bullying and sexual harms, and witnesses to bullying and sexual harms, are encouraged to report the incident.
- 4.8. All reports of bullying and sexual harms will be taken seriously and investigated according to principles of procedural fairness.
- 4.9. Cyberbullying, which is engaged in while not at the College and, which impacts upon the learning or wellbeing of any student, will be addressed by the College, in conjunction with parents.

- 4.10.** Serious incidents or threats of violence may be reported to the Commission for Children and Young People as required by law and, depending on the circumstances, to the Police.
- 4.11.** School Liaison Police (SLP) and Youth Liaison Officers (YLO) may be consulted.
- 4.12.** School Liaison Police will work with the College to reduce youth crime, violence and anti-social behaviour, through a range of school intervention strategies, educational programs and local relationships, which model respect and responsibility. The Deputy Head of either the Primary / High School would contact the Eastern Suburbs SLP to invite them in to speak with students as required or as part of the Student Life Programs regarding matters such as the law associated with cyberbullying and issues associated with alcohol and drugs etc.
- 4.13.** Youth Liaison Officers are the administrators of the *Young Offenders Act 1997*, and are responsible for delivering cautions and referring children and young people to youth justice conferences.
- 4.14.** There is a Youth Liaison Officer who works with the Police Eastern Suburbs Local Area Command.

The YLO would be contacted by either the Primary / High School Deputy Head, Student Life or the Primary or High School Head or the College Principal if and when it was consider that a law may have been breached.

5. RESPONSIBILITIES

5.1. Members of Staff

- 5.1.1. Members of staff at the College have a responsibility to take all reasonable steps to prevent bullying, harassment and victimisation by implementing appropriate procedures, and through proactive education. Members of staff have a duty of care to ensure that any harassment, sexual harms or victimisation brought to their attention or witnessed by them is managed in accordance with the procedures outlined below as soon as possible.

In particular, members of staff have a responsibility to:

- Respect and support students;
- Consistently be role models and promote appropriate and positive behaviour;
- Encourage and model tolerance and acceptance;
- Support students to be responsible bystanders.
- Know College policies relating to bullying behaviour;
- Be active in identifying and eliminating bullying and sexual harms behaviour while on playground supervision, in the corridors, in the classroom, at sport venues;
- Respond in a timely manner to reported incidents of bullying and sexual harms; and

- Confer with parents where necessary.

As an integral part of prevention, members of staff have a responsibility to:

- Support and participate, where possible, in education and wellbeing programs designed to assist the elimination of bullying and sexual harms (e.g. peer mediation, peer support, peer tuition/ mentoring, education about the harms of pornography, protective behaviours education, relationships & sexuality education, etc.);
- Provide clear guidance to students about the process if an incident of sexual harassment occurs;
- Provide clear guidance to students about the process when shown pornography or child sexual exploitation material;
- Provide education about the laws related to pornography, child sexual exploitation material, and sexual harassment and the consequence it carries.

5.2. Students

5.2.1. Students have a responsibility to:

- Actively engage in learning how to prevent bullying and sexual harms;
- Behave appropriately, respecting individual differences and diversity;
- Behave responsibly, including digital citizenship;
- Follow the College's Anti-Bullying and Sexual Harms Prevention Policy;
- Behave as responsible bystanders so that bullying and harassment are discouraged through peer influence;
- Report incidents of bullying;
- Report incidents of sexual harassment; and
- Report incidents related to pornography access or sharing amongst students
- Report incidents related to access, production or distribution of child exploitation material.

5.3. Parents and Guardians

Parents and guardians have a responsibility to:

- Support their children to become responsible citizens and to develop responsible online behaviour;

- Watch for signs that their child may be being bullied e.g. unwillingness to attend school, a pattern of headaches, missing equipment, requests for extra money, damaged clothes or bruising;
- Be aware of the College's Anti-Bullying and Sexual Harms Prevention Policy, and assist their children in understanding bullying and sexually harmful behaviour;
- Support their children in developing positive responses to incidents of bullying and sexual harms consistent with the College's Anti-Bullying and Sexual Harms Prevention Policy;
- Encourage their child to 'tell' if they are being (or have been) bullied;
- Report incidents to the College of bullying behaviour; sexual harassment; incidents related to pornography access or sharing amongst students; or the access, production or distribution of child exploitation material; and
- Work collaboratively with the College to resolve incidents of bullying and sexual harms when they occur.

5.4. The Moriah College Community

All members of the Moriah College community have a responsibility to:

- Model and promote positive relationships that respect and accept individual differences and diversity within the College community;
- Support the College's Anti-Bullying and Sexual Harms Prevention Policy through words and actions; and
- Work collaboratively with the College to resolve incidents of bullying when they occur.

6. REPORTING

6.1. Students, staff members, parents/guardians and members of the College community

- 6.1.1. Students, staff members, parents/guardians and members of the College community have a role to play in preventing and minimising bullying. This means that everyone should report incidents of bullying.

All reports of bullying will be taken seriously, and will be thoroughly and quickly investigated.

The welfare and reassurance of the victims of bullying will be of paramount importance once a report has been made.

6.1.2. Students have a number of options for the reporting of bullying behaviour or sexual harms including:

- Informing the class teacher, House Mentor, Primary School Stage Co-ordinator, or Head of House;
- Informing a teacher who they feel comfortable in speaking with or another key support staff member (e.g. the College Nurse)
- Through a conversation with one of the College Psychologists; and/or
- Through parent contact with any of the above staff members.

The College will respond to complaints concerning bullying, and investigate such complaints in a timely manner that respects the dignity and the privacy of those involved, whilst observing due process and procedural fairness.

6.2. Procedure

- 6.2.1. Once a staff member is made aware of an allegation of any incident of bullying (including one that is not repetitive or sustained) or sexual harms, they will assess the situation and decide the best way to respond to the allegation. This may include gathering further information and detail from the students involved and bystanders.
- 6.2.2. If the staff member judges the situation to be minor in nature and 'not' bullying by definition (i.e. it is not repetitive or sustained) or specific to sexual harms, they will manage this incident as appropriate.
- 6.2.3. If the staff member is unsure, or judges the situation to involve bullying or sexual harms, the staff member must report the incident to the relevant Deputy Head of School.
- 6.2.4. If a student is shown or receives pornography or child sexual exploitation material, the student should:
- a) Tell the sender not to send child exploitation material, and let them know that if they do, you will report them.
 - b) Delete content. If the image or video involves naked material of a person (s) (sexting) who is under 18 (regardless of whether it was consensual), this content is determined to be "Possession of Child Exploitation Material". The person who takes the photo/video, possesses or forwards an image/video to others, may be charged with a criminal offence of 'Possession, Production and Distribution of Child Exploitation Material'. It is important material is deleted straight away; if the matter is investigated, the 'trail' of the image is determined by investigators.
 - c) Notify a teacher (if at school) or parent (if at home) about what happened. If the 'harassment' involves text only, a screen shot should be taken and shown to teacher/parent,
 - d) Depending on the incident, notify thinkuknow.org.au and click on 'Report Abuse', or report to esafety.gov.au.

6.3. Investigations into Allegations of Bullying and Sexual Harms

- 6.3.1. Investigations into bullying and sexual harms allegations will be undertaken in a timely manner and will be carried out in such a way as to minimise the risk

of escalation and ensure procedural fairness.

6.3.2. An investigation into the alleged incident will be conducted by the relevant Deputy Head, or the Primary School Stage Co-ordinator, or High School Head of House. The Head of Psychology Services will be advised that an investigation is to take place.

6.3.3. During the investigation:

- In clear cut cases where there is direct evidence of a serious incident, the relevant Deputy will inform parents of the alleged victim, and the alleged bully that the College will be conducting a formal investigation into the alleged conduct;
- The relevant Deputy will interview both the alleged victim and the alleged bully / participant to obtain their perspective on what occurred, conducting the interviews in a manner intended to reduce the risk of making matters worse for the alleged victim or allowing the alleged perpetrator to take some action in revenge (Heads of Houses or appropriate support people will attend the interview to provide support to the students involved);
- The relevant Deputy will interview any bystanders who witnessed the event;
- Before any decision is made, the College Principal or his delegate may discuss the incident and appropriate responses with the College Psychologist or the College Rabbi.

6.3.4. Once it has been established that an alleged incident has taken place or is ongoing (and therefore classed as bullying), the Deputy Head will:

- Inform appropriate staff about all incidents of bullying or sexual harms so they may be aware of any issues between students;
- Inform parents of the alleged victim, and parents of the alleged bully / instigator as required; and
- Conduct an interview with the students' parents and the staff member who conducted the investigation, the College Principal or his delegate and the College Psychologist.

6.3.5. If the incident falls under Child Protection guidelines for mandatory reporting, the matter will be reported to the Police.

6.3.6. When serious incidents of misconduct, bullying, or sexual harms occur during excursions, the 'Teacher in Charge' is responsible for the conduct of the investigation. The 'Teacher in Charge' is to provide support for the students involved. As soon as practicable, the Teacher in Charge is to contact the relevant Head of School who is to take responsibility for discussing the matter with parents, and to make a recommendation to the relevant Deputy Head or the Primary School Stage Co-ordinator or High School Head of House, regarding the consequences of such behaviour.

6.4. Consequences of Bullying or Sexual Harms

- 6.4.1. All incidents of bullying and sexual harms are treated seriously regardless of the type of behaviour that takes place, however the consequences may vary depending upon the type of behaviour and frequency.
- 6.4.2. The College approach to dealing with incidents of bullying, or sexual harms centres on stopping the behaviour, issuing appropriate consequences, providing information and education for those involved, implementing restorative practices to rebuild positive relationships, and informing/including relevant parties such as parents and teachers.

The consequences may include one or more of the following:

- After school detention;
 - School suspension;
 - Community service on weekends or during holiday periods;
 - Exclusion from class or co-curricular activities;
 - Exclusion from the playground;
 - A formal apology; and/or
 - Expulsion.
- 6.4.3. The severity of the incident, level of remorse and previous behavioural history of the instigator will affect the severity of the discipline.
 - 6.4.4. If it is determined that the resultant consequence should be an expulsion from the College, the College Principal will notify the President of the Board, prior to making that decision.

6.5. Support Services available for Students

6.5.1. Within the College

The relevant Head of House will provide support for students involved in any episodes of bullying and sexual harms. Students may be referred to one of the College Psychologists.

Students who experience social difficulties will be counselled on the types of behaviour which attract the bully. Students who have been subjected to bullying or sexual harms will be assisted to develop the skills and resilience to manage the effect of such behaviours.

6.5.2. Outside the College

Students are also made aware that confidential counselling services can be accessed using web chat accessed from the Kids Helpline website.

If offensive posts remain on social media sites, students may apply to the relevant social media service to request posts considered cyberbullying to be removed from a website. If the material is not removed within 48 hours, the student can make a complaint to the Office of the Children's eSafety Commissioner.

Students and their families are made aware that a complaint may be made to the Office of the Children's eSafety Commissioner regarding online content Refused Classification (RC), X 18+ or R 18+.

Students and their families are made aware that a complaint may be made to the Office of the Children's eSafety Commissioner regarding child exploitation material, or using the 'Report Abuse' feature at thinkuknow.org.au

Students and their families are made aware of resources and support services available to:

- support victims of sexual assault and/ or harassment;
- address sexually abusive behaviour and/ or problem sexualised behaviour;
- address problematic pornography use;
- navigate the outcomes of accessing, producing or distribution of child exploitation material.

7. CONFIDENTIALITY

- 7.1. Members of staff are required to ensure that any allegation of bullying or sexual harms is reported in a confidential manner.
- 7.2. Members of staff are required to report verbal, physical, social or psychological behaviour that is harmful, to the relevant Deputy Head of Student Life in the High School, or the Primary School.
- 7.3. Members of staff must only discuss an allegation of bullying or sexual harms with other colleagues, students, parents or guardians in circumstances where it is necessary to do so.

8. RECORD KEEPING

- 8.1. Members of staff are to ensure that every reported allegation of bullying (even if not repetitive or sustained) or sexual harms, is recorded in an appropriate and timely manner.
- 8.2. All records must be kept confidential and secure.

Example Image:

Our bullying policy.



RUDE

behaviour is unintentionally hurtful

What does it look like?



'bad' looks,
answering back,
leaving people out accidentally

What should I do/say?



Stop, thank you.
You are being rude.

That is not kind, it has hurt my feelings.

Visit the Children's Room.



MEAN

behaviour is intentionally hurtful but only happens once.

What does it look like?



name calling,
teasing, pushing,
hitting, kicking,
threatening,
spreading rumours,
starting an argument
leaving people out on purpose

What should I do/say?



Put a message in the worry box.

Tell an adult.

Tell a playground friend.

Visit the Children's Room.



BULLYING

is when someone says or does something intentionally hurtful and they keep doing it even when they've been told it is unkind.

What does it look like?



name calling,
teasing, pushing,
hitting, kicking,
threatening,
spreading rumours,
starting an argument
leaving people out on purpose

What should I do/say?



You now need to tell an adult.

You can also:
Put a message in the worry box.



Tell a playground friend.

Visit the Children's Room.



An adult will report the incident using the school's reporting system.

Children, parents and staff will work together to mend the friendship.

We will continue to check up on you to make sure you feel happy and safe.

www.doodle.ac
©2017