Grievance Procedures

If someone is
Teasing you
OR
Calling you names
OR
Harassing you

AND YOU ARE FEELING OK TRYignorinG 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 firmly, 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

Bystander Actions

If you see another person being bullied you could...
* Let the person doing the bullying know that what they are doing is bullying.
* Refuse to join in with their bullying and report it.
* Support the person who is being bullied by:
  - asking the bully to stop.
  - taking the victim away from the situation.
  - reporting it.
* Ask a teacher or support person for help.
* Support your friends and protect them from bullying by being there for them.

At Salisbury North R-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.
- staff 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 community.

Bullying prevents people from achieving their potential and we are all responsible for stopping it!
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
- Using racist remarks towards others

(Racism - Offensive or aggressive behaviour to members of another race stemming from such a belief. We DO NOT tolerate racism in any form.)

At Salisbury North R-7 School we have identified 5 types of bullying:

- **Verbal Bullying** - teasing, name calling, spreading rumours, swearing at someone, telling nasty stories and laughing and giggling at someone.
- **Physical Bullying** - hitting, shoving, kicking, pinching someone, pulling hair, throwing things at others & damaging other people's property.
- **Exclusion Bullying** - ignoring a person, telling secrets, leaving a person out of a game, ganging up on someone, not sharing seats or pretending the seat is taken and running away from someone.
- **Threatening Behaviour** - threatening to hit someone, giving mean or dirty looks, threatening to ‘get’ someone or giving rude or nasty hand signals.
- **Cyber Bullying** - Sending inappropriate, rude, harmful or threatening comments or pictures through; text messaging, emails and social networking such as Facebook or My Space. Making nasty or threatening phone calls.

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?

- Listen and talk to both the person who has been bullied and the person who has bullied others.
- Talk to any witnesses.
- Put negotiated consequences in place for the student who has been bullying others.
- Provide counselling and follow up support.
- 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.
- Teaching students how to play safely and feel good about themselves.
- Explicitly teaching students grievance procedures and giving them opportunities to use them.
- Student Voice is a whole school focus where students are given many opportunities to make decisions about their school through SRC and class meetings.

**STUDENTS:**
- Use grievance procedures and talk to a staff member straight away if you are not happy.
- Don’t retaliate but try and solve the problem.
- Show leadership and look after each other.
- Tell the person gossiping that you don’t want to hear what they have to say.
- If someone uses the grievance procedures with you, you need to stop straight away. Report bullying immediately.

**FAMILIES:**
- Stay calm if there is a problem and speak to a staff member.
- 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 should/need to report bullying when they see it.

Communication is very important in stopping bullying.

**Our School Motto**

Stop Bullying
Tell Someone
Always Help
Make Friends
Play Nicely

OUT BULLYING

**Our School Anti-Bullying Pledge**

I believe that everyone has the right to feel safe and happy at school.
No-one has the right to threaten, tease or harm another person.
We want to stamp out bullying in our school.
We believe that together we have the power to achieve this goal.