



MAITLAND GROSSMANN HIGH SCHOOL

BULLYING AND HARASSMENT – NO WAY MANAGEMENT PROCESS

Stage 1 First Incident

- Student, parent, caregiver or friend report bullying and/or harassment incident to any member of staff or complete a Bullying and Harassment – No Way form and place in the bully box (located next to the counsellor room).
- Staff member interview both parties and record on Millennium. Staff refer incident to Year Advisor and Lyne Matthews.
- Staff provide support to students e.g. in class seating plan, provide brochure Bullying and Harassment – No Way.

Stage 2 Second Incident or incident is of moderate seriousness.

- Anti-Bullying Coordinators or Head Teacher Welfare interviews all named parties.
- Incident is recorded on Millennium and referred to Deputy Principal.
- Student who bullies will be placed on the Bullying and Harassment – No Way Agreement.
- Parents are contacted and letters is issued to parents/carers of student who bullies.
- Year Advisor monitors to see if bullying and or harassment is still occurring.
- Student who has been bullied will be offered support from counsellor and information about resilience. A Safety Plan will be developed with the student to reduce the risk of the bullying and/or harassment recurring.

Stage 3 Third Incident or incident involves violence

- The bullying and/or harassment have continued. The Bullying and Harassment Agreement has been broken.
- Incident will be referred to Deputy Principal in charge of the Year.
- Incident managed through the Student Discipline in Government Schools Policy.
- Incident recorded on Millennium.
- Year Advisor notified.
- Student who has been bullied will be offered support from counsellor and information about resilience. The Safety Plan will be