MACS Anti-bullying Policy Checklist

THE SCHOOL BULLYING POLICY MUST:

Make a clear statement on the school's stance on bullying, harassment and violence and clarify the school's commitment to ensuring that physical and online environments promote student safety and wellbeing. ☐

Define what constitutes bullying, harassment, discrimination, violence, cyber-bullying and sexual harassment and use language consistent with the Equal Opportunity legislation. ☐

Provide information about the effects bullying has on individuals ☐

Be reviewed annually and involve parents and students in the process ☐

IN ACTIONS RESPONDING TO INCIDENTS, THE SCHOOL BULLYING POLICY SHOULD:

Allow for flexibility depending on the nature, severity and extent of bullying in light of natural justice principles ☐

Inform parents/guardians/carers about serious incidents involving their child ☐

Follow up victims and perpetrators ☐

COMPLAINT HANDLING PROCESSES AND REPORTING MUST CONSIDER:

How bullying is reported ☐

Who it is reported to and when it must be reported ☐

Responsibilities of the principal, staff, students and parents ☐

THE SCHOOL BULLYING POLICY SHOULD BE COMMUNICATED IN THE SCHOOL COMMUNITY BY:

Ensuring students/parents/guardians/carers/teachers/community receives a copy of the policy (and consider how, and when a copy is provided) ☐

Making sure the policy is placed on the school's website and is communicated regularly (for instance in assembly) ☐

RECORD POLICY IMPLEMENTATION BY:

Documenting processes and forms used such as action plans, reporting forms, bullying register, follow-up documentation forms, advice to parents/guardians/carers/students/staff ☐

PREVENTION AND INTERVENTION:

Ensure all prevention, intervention and post-intervention strategies that are used are well documented ☐

Document how bullying is addressed through the curriculum ☐

TRAINING AND DEVELOPMENT:

Provide training and development to teachers, parents/guardians/carers and students (and decide who will provide this training and development, as well as how and when) ☐

Consider when and how training and development will be updated ☐