



PLAYFORD INTERNATIONAL COLLEGE

Bullying and Harassment Procedure

SUMMARY

The Playford International College (PIC) Bullying and Harassment Procedure relates to site and externally listed organisations procedures. This procedure is the PIC strategy for enacting the [Department for Education Bullying Prevention policy](#).

Publication Date	June 2020
Code number	PIC-ADM-PRO-007
Related Legislation	Education and Children's Services Act 2019 Education and Children's Services Regulations 2020
Related Policies, Procedures, Guidelines, Standards, Frameworks	Bullying Prevention Policy - Department for Education Bullying Prevention strategy – a community approach Cyber-safety, bullying and harassment Child safe environments Behaviour support in schools
Version	1.3
Replaces	Playford International College Anti Bullying Policy
Review Officer	Executive Director of Wellbeing
Applies to	PIC students and employees
Status	Approved
Approved by	Principal Nick Zissopoulos
Approval Date	June 2020
Review Date	April 2022

Table 1 - Document Details

Date	Version	Revision Description
September 2018	1.2	Replaced the Playford International College Anti Bullying Policy
June 2020	1.3	Scheduled Review - Minor Updates

Table 2 - Revision Record



1. Title

Bullying and Harassment Procedure

2. Purpose

Playford International College is committed to providing high quality learning and education where everyone shares responsibility to create a safe, caring and equitable environment. (School Priority)

In case of Bullying and Harassment the school culture and climate can be negatively impacted if school does not take action. The student may feel insecure at school and start to dislike school. Research shows students who are victimised may have lower academic outcomes, low attendance and school completion rates. This may also impact their mental health and an increased risk of depression, anxiety and substance abuse.

Research has shown that bullying perpetration is associated with increased likelihood of theft, violent behaviour and binge drinking. Students who bully feel disconnected from school and are likely to leave school before year 12. A similar impact is also seen on the bystanders.

This impacts student engagement and learning, satisfaction and parental confidence in school.

3. Scope

The Procedure applies to all PIC staff and student's and supports the Department for Education's new Anti-Bullying strategy.

4. Procedure Detail

Term	Meaning
Student	<ul style="list-style-type: none">● Move away from the bully and ask them to stop● Report to a staff member● If victimisation continues make a notification on Stymie. (Refer to Appendix 1)
Parent / Community	<ul style="list-style-type: none">● Report to a staff member / mentor teacher● Make a notification on Stymie. (Refer to Appendix 1)
Subject Teacher / Mentor Teacher	<ul style="list-style-type: none">● A safe and inclusive learning space for all students● Record any bullying reported by students on Compass and record outcome● If unresolved referral to the House Leader / Wellbeing / Intervention / ATSI team
House Leader	<ul style="list-style-type: none">● Receives a complaint through a Stymie notification/ Verbal Complaint/Compass chronicle.● Low level bullying and harassment to be addressed and resolved. Record outcome on Compass.● Bullying and Harassment involving violence and extreme behavior to be referred to the Head of Sub Schools. Referral to Wellbeing/ATSI/ Intervention teams.● Outcome to be recorded on Compass.
Executive Director of Sub School / Deputy Principal	<ul style="list-style-type: none">● Bullying and Harassment involving violence and extreme behavior to be referred to the Executive Director of Sub School. Outcome to be recorded on Compass.● If police are needed, to be referred to the Deputy Principal. Outcome to be recorded on Compass.

Table 3 - Procedure Detail

5. Monitoring, evaluation and review

Procedure to be reviewed in April 2022 through consultation with staff and Executive Leadership. The Deputy Principal is responsible for monitoring, evaluation and review of this procedure.

6. Definitions and abbreviations

Bullying is an ongoing misuse of power in relationships through repeated verbal, physical and or social behaviour that causes physical and or psychological harm. Some conflicts are expected as a normal part of the young people growing up. Single incidents and conflicts between equals, whether in person or online, are not considered bullying. These may be upsetting and need to be resolved.

Examples of Bullying- face to face, from a distance or Cyber. It may involve name calling, spreading rumours, social exclusion, discrimination, unwelcome sexual conduct.

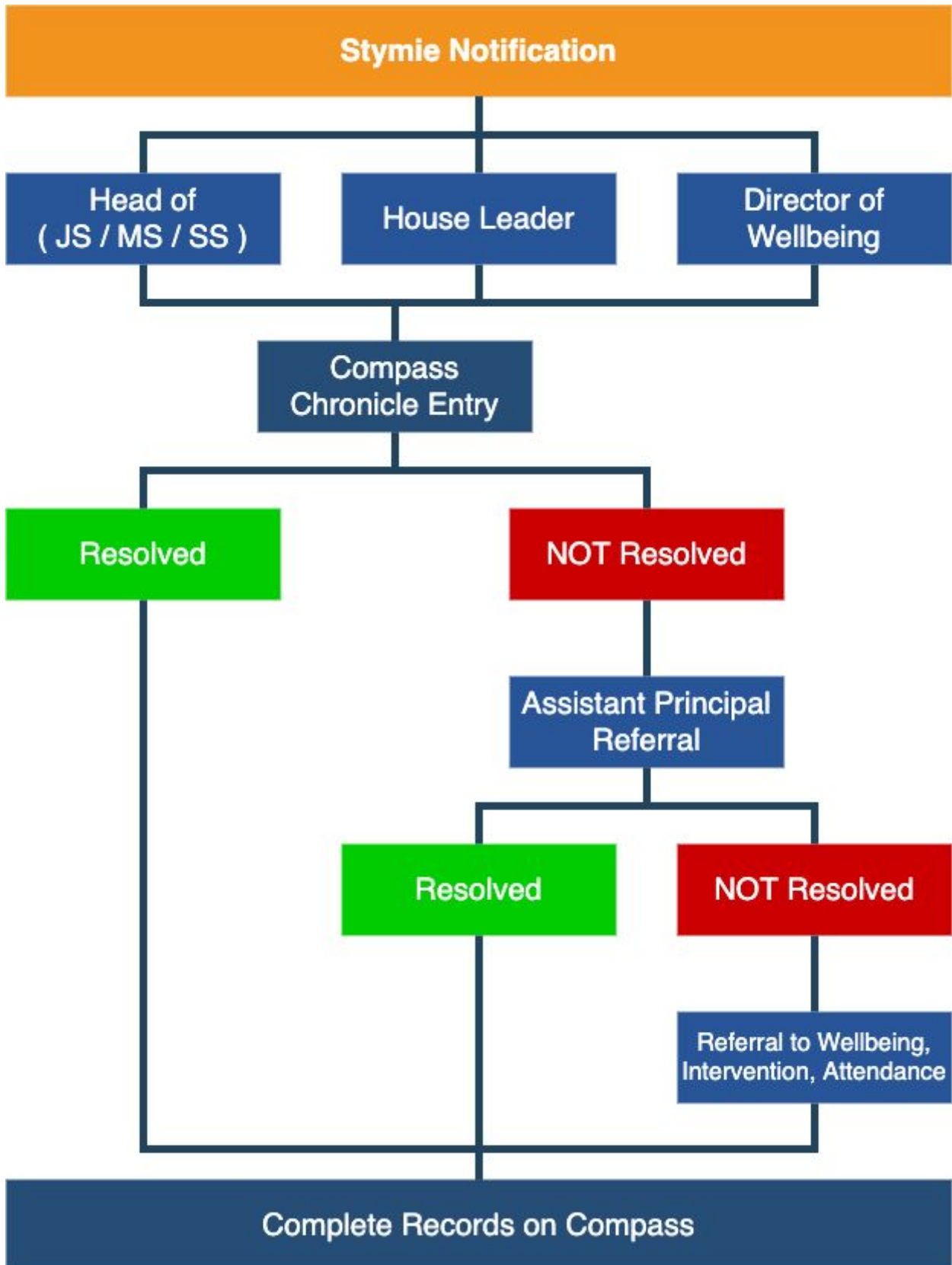
Term	Meaning
ATSI	Aboriginal and Torres Strait Islander
Compass	Site learner Management System
JS / MS / SS	Junior Secondary / Middle Secondary / Senior Secondary
Leader	Leader refers to any employee with line management responsibility. All leaders are also employees in the context of their own performance
PIC	Playford International College
Stymie	Stymie is an anonymous harm reporting tool that schools are proactively using to support their students to say something without fear. https://www.stymie.com.au/

Table 4 - Definitions and abbreviations

7. Supporting Documents

- Department for Education <https://www.education.sa.gov.au>
- The Alanah and Madeline Foundation <https://www.amf.org.au/>
- National Centre Against Bullying <https://www.ncab.org.au/>
- Kid's Helpline <https://kidshelpline.com.au/>
- Bullying. No Way! <https://bullyingnoway.gov.au/>
- South Australian Police <https://www.police.sa.gov.au/>,
- Parenting SA Parent Easy Guides <https://parenting.sa.gov.au/>
- Cyber Safety contact Centre - 1800 880 176

8. Appendices



Appendix 1 - Stymie notification flowchart