

Informing the school Grievance Procedures:



We believe that it is important that grievances are kept confidential.

Talking with the school staff about your concern is an important step in solving it

Parents and caregivers can address their grievances at the school by:

1. Making an appointment to see the classroom teacher to discuss the concern.
2. If you feel as though your concern has not been resolved, make an appointment to see the Principal, or a member of the Leadership team.
3. If the issue has not been successfully resolved, contact the **Education Complaint Unit 1800 677 435**. Please refer to the parent grievance procedure on the schools website.

Important:

Parents or caregivers must not approach other parents, or children in the school about bullying of their child. Talk to the school staff and let the staff member work through the issues with you, your child, and the other students and parents involved.

Parents approaching other students and parents make it harder for the school to resolve the problem, may create further personal conflicts, and may compromise any police investigation.



"Where can I get
more information?"

Bullying No Way:

www.bullyingnoway.gov.au

Australian Mobile

Telecommunications Authority:

www.cybersmart.gov.au

Kids Helpline:

1800 55 1800

Parent Helpline Lifeline:

13 11 14

DfE Parent Helpline:

1800 222 696



Swallowcliffe P-6

Be Safe, Be Kind, Work Hard

School Anti-Bullying Policy



✓ High Expectations

✓ Positive & Growth Mindset

✓ Relationships with Others

Swallowcliffe P-6 is committed to providing Quality Education.

Our Mission: To empower students to recognise and optimise their full learning potential through explicit teaching of;

- High Expectations - Positive and Growth Mindset

- Relationships with Others

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Swallowcliffe P-6

Be Safe, Be Kind, Work Hard

School Anti-Bullying Policy

"What is Bullying?"

Bullying is an ongoing misuse of power in relationships through repeated verbal, physical and/or social behaviour that causes physical and/or psychological harm. It can involve an individual or a group misusing their power over one or more persons.

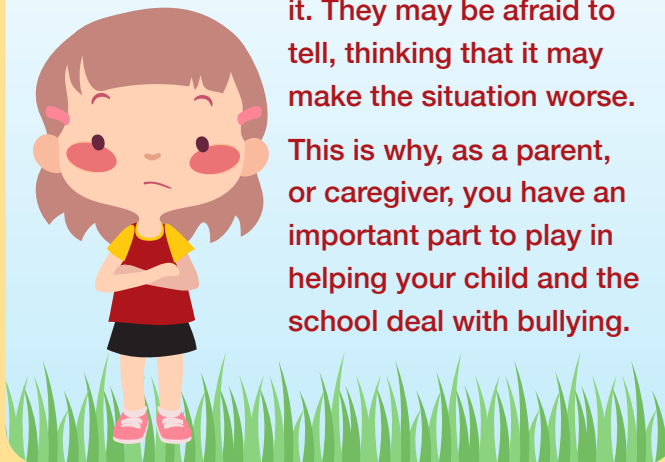
Bullying can be:

- **Emotional:** being unfriendly, excluding, tormenting (e.g. hiding books, threatening gestures)
- **Physical:** pushing, kicking, hitting, punching or any use of violence
- **Racist:** racial taunts, graffiti, gestures
- **Sexual:** unwanted physical contact, or sexually abusive comments
- **Verbal:** name-calling, sarcasm, spreading rumours, teasing
- **Cyber:** being bullied by SMS on mobile phones, or through the internet using email, messenger, Facebook or social networking sites.

At Swallowcliffe P-6 we respond promptly and effectively to issues of bullying by:

- communicating with parents, or caregivers about the situation.
- counselling students who have bullied, or are bullied by others.
- putting consequences in place for students who bully others.
- having teachers and the Leadership team talk with the bully about their choices and behaviour.

"How can I tell if my child is being bullied or harassed?"



Children who are being bullied at school may not always tell teachers about it. They may be afraid to tell, thinking that it may make the situation worse.

This is why, as a parent, or caregiver, you have an important part to play in helping your child and the school deal with bullying.

Some signs a child or young person is being bullied, or harassed may be:

- Reduced ability to concentrate and learn.
- Refusal to attend school, excuses not to go.
- Headaches, stomach aches, or illnesses without a cause.
- Acting out, tearfulness, sadness, lack of interest in usual activities.
- Unwillingness to discuss, or secrecy about their online communications (e.g. mobile phone texts, Facebook comments).

"What should I do if I suspect my child is being bullied?"

You may feel anxious, or upset if your child tells you they have been bullied. However, it is important that you remain calm.

- Listen to your child.
- Find out what happened. Who was involved (including bystanders / witnesses), and when and where did the bullying take place.
- It is important to let your child know that telling you about the bullying was the right thing to do.

Inform the teacher, or report to a member of Leadership, so the problem can be worked out together.