INTRODUCTION
Families and teachers work together to create safe and supportive learning environments that are free from bullying.

WHAT IS BULLYING?
'Bullying occurs when somebody who is less powerful than another person or a group is deliberately and (typically) repeatedly hurt...' (*Bullying Among Young Children: A Guide for Teachers and Carers* p.3)
Bullying can be verbal, physical or gestural and written (text, cyber and internet) and can be either direct or indirect.

RIGHTS OF INDIVIDUALS IN THE SCHOOL COMMUNITY
Individuals in the Kilparrin school and services community (learners, staff, other workers, families) have the right to be free of bullying and (if bullied) to be provided with help and support.

RESPONSIBILTIES
All members of the Kilparrin school and services community have the responsibility to;
- abstain from bullying
- actively discourage bullying
- give support to those who are bullied
- report bullying through the appropriate processes.

BULLYING INCIDENTS: WHAT WILL BE DONE?
The severity and seriousness of the bullying will be assessed and appropriate action will be taken. This may include the use of counselling services, the implementation of the *Behaviour Support Policy* or the *Grievances and Complaints Resolution Policy,* interviews with families/line manager and in extreme cases, suspension and exclusion.

RISK MANAGEMENT PROCESSES
The following risk management processes will be implemented to reduce the risk and/or instances of bullying;
- regular Negotiated Education Plan review process
- behaviour management processes for individual learners are in place and all staff engage in regular updates and reflective dialogue about managing 'new and/or challenging behaviours' in learners
- Personal Communication Dictionaries are in place for all learners and opportunities are provided for all staff to hear and share new information about individual learners methods of communicating with others and strategies for communicating with individual learners
- social skills programs are incorporated into the curriculum that reflect the developmental and skill levels of individual learners
- learners/staff/school community are provided with information about forms of bullying, their effects and the school's expected outcomes
- focus on staff wellbeing and maintaining positive staff morale in professional learning programs.

References:
Employee Assistance Program Brochure (http://www.decd.sa.gov.au/hrhealthsafety/pages/wellbeing/eap/)
Grievances and Complaints Resolution Policy for the Kilparrin School Community (March 2012)
S.A. Work Health and Safety Act (2012)
Child Protection in Schools, Early Childhood Education & Care Services, DECD Policy Statement (Dec 2012)
Keeping Safe: Child Protection Curriculum
Code of Ethics for the South Australian Public Sector (Feb 2010)

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