As a school we seek to foster a spirit of harmony in the relationships among students, staff and parents. Likewise we aim to nurture the self esteem and resiliency of all students, in order to build a safe and happy school community.

**Our Vision**
Our Lady of Lourdes Catholic Primary School seeks to offer excellence in education, enlivened by the Life and teaching of Jesus Christ in a school community where the dignity of each person is valued.

**Our Mission**
Our Lady of Lourdes School seeks to provide educational excellence through the integration of Faith, Life and Culture.

This pamphlet seeks to distinguish what is bullying behaviour and suggests ways in which parents and children can deal with events when they arise. Likewise, it refers to our school’s approach in developing social and emotional well-being and relates to the method of “Shared Concern” which involves a partnership between students, parents and school.

At Our Lady of Lourdes’ School our policies and procedures reflect the rationale and principles of the Framework for the Development of Pastoral Care in Catholic Schools, notably:

- Provide a safe and supportive school environment.
- Enable students to attain the skills, beliefs, values, attitudes, knowledge and practices and positive relationships which will allow them to achieve Christ’s vision of the human person.
- Develop practices that are proactive, focus on prevention and intervention and that engage, nurture and promote the well being of the whole school community.
- Promote care, respect and cooperation and value diversity.

Central to this is Our Lady of Lourdes’ fostering of our values:

- BELIEF
- HARMONY
- RESPONSIBILITY

As a school we recognise:

- The importance of embracing parents, the first and most important educators, staff and children.
- The conduct and behaviour of each student should be that expected of a Christian person growing and developing within a Christian community.
- We believe that this means guiding the child in developing responsibility and self discipline. Unfortunately, as in any school, there are times when an individual chooses not to follow the school rules. As with any choice there is a consequence.

### Behaviour Management (brief synopsis)

#### Positive Reinforcement of Appropriate Behaviours

- Class based incentives
- Honour Slips- acknowledging positive behaviours
- Happy interviews with the Principal
- Merit certificates & prizes
- Curriculum based learning activities

#### Dealing with Inappropriate Behaviours

#### Step 1

Day to day management of behaviour is the responsibility of class teachers in line with individual class rules. Furthermore, curriculum activities seek to develop emotional and social well being. Minor incidents are dealt with by the class teacher. School utilises the 1-2-3 Magic behaviour management procedures.

#### Step 2

Records are completed and are used for more significant forms of disruption, breaking the rules, confrontation and aggression (non-violent).

Teachers deal with these incidents based on individual circumstances and will inform parents for repetitive incidents. There is an option to inform the Principal if deemed necessary.

Possible Consequences that are in place at school:

- Conflict Resolution between victim and perpetrator
- Time-out
- Loss of privileges
- Students miss out on lunch/ recess play.

#### Step 3

A Red Slip is given for severe events, such as violence or unprovoked actions. It necessitates principal / assistant principal involvement. Parents must attend a collaborative conference.

Possible consequences that are in place at school:

- Conflict resolution between victim and perpetrator
- Immediate consequences in response to individual incidents.
- Period of in-school suspension
- Introduction of Individual Behaviour Plans
- Period of home school suspension
- Exclusion (following CECWA Policy).
What should I do if my child tells me they are being bullied?...

STOP!
How should I respond?

- **Stay calm** – react in a calm, helpful and supportive manner.
- It is important to **listen** to what your child is telling you.
- Encourage your child to talk through the events so that you get the **basic facts straight**.
- Help the child to **reflect** on what has been done at school already and what might need to be done.

THINK!
What do I need to do next?

- Try to keep an **open mind** remembering you are hearing one part of the story only.
- If you feel it necessary, you may wish to **write down** what your child has told you has happened.

ACT!
What actions need to take place?

- **Never** try to sort out the incident directly by yourself.
- Contact the **class teacher** to find out what will be done.
- When some **actions** have been agreed upon, it is important to **support** these decisions at home.
- If you remain concerned you may wish to **follow up** the incident with the Principal.
- Parents have the right to contact the Catholic Education Office if they remain unhappy with the school’s actions (refer to CECWA’s Dealing with a School Complaint leaflet).

If I think I am being bullied?

⇒ **What is happening?**
⇒ **Is this bullying?**
⇒ **How do I feel?**
⇒ **Is this really bothering me?**

⇒ **Do I need to ask for help?**
⇒ Decide who is the **best person** to talk to?
⇒ You could **talk** to: your parents, teachers, duty teacher, a family friend, a school friend or someone you trust.

Bystander Actions

If you see another child being bullied you could:
- Let the person doing the bullying **know** that what they are doing is bullying.
- **Refuse** to join in with their bullying and walk away.
- **Support** the student who is being bullied.
- **Ask** a teacher or support person for help.
- **Support** your friends and protect them from bullying by being there for them.
- **ALWAYS STAY SAFE YOURSELF!**