OKAIHAU COLLEGE POLICY: Safe School

GOALS:
- To provide a safe school environment for all members of the school community: students, staff and visitors to the school.
- To ensure that all members of the school community will be afforded respect and dignity.
- Zero tolerance of all forms of violence.
- To fully investigate and resolve all reports of violence within the school community.

DEFINITION:

Violence in school encompasses all incidents in which any member of the school community is subjected to abuse, threatening, humiliating or intimidating behaviour, or physical assault from a student, staff member, parent, Board of Trustees member, or visitor to the school. It involves:
- Deliberate physical, verbal or psychological behaviour which makes another person feel embarrassed, offended, upset, devalued, degraded, afraid humiliated, unsettled or ridiculed.
- Behaviour which is unwelcome and uninvited.
- A breach of acceptable standards of conduct and behaviour.

It encompasses all forms of bullying and harassment including:
- Verbal abuse
- Written abuse, including cyber bullying
- Aggressive body language
- Threats of violence
- Physical assault
- Racism
- Sexual harassment

STRATEGIES:

1.   Prevention:
- The most appropriate available anti-violence programmes are implemented as part of Superstudies.
- All staff has access to relevant professional development.
- Linkages are maintained with the police both in their education and support roles
- Cyber safety – the school has signed staff and student contracts and all access is password restricted. Safety rules are displayed in the computer rooms and library. Unsafe internet sites are blocked and regularly updated. Any inappropriate language usage is automatically redirected to the Network Administrator and dealt with in an appropriate manner.
- The school develops and maintains comprehensive prevention systems: physical aspects (e.g., lighting, video camera, surveillance, access to assistance (e.g., staff on duty, phones) identification measures (e.g., labels for all visitors) strong guidance and support systems.

2. Complaints of Violence:
   All complaints of violence are taken seriously and dealt with according to the principles of natural justice by an appropriate person,   investigated and resolves as swiftly and effectively as possible. This includes inappropriate use of cellphones, where Netsafe procedures   are used as guidelines.

   The process may include:
   - Maintenance of confidentiality as appropriate
   - Ongoing support for the complainant
   - Disciplinary action and/or counselling for the perpetrator as appropriate
   - Involvement of caregivers/support people
   - Follow-up with complainant and perpetrator
   - Referral to outside agencies or formal processes if necessary, e.g., Police, Human Rights Commission, Personal Grievance procedures, etc.
   - Assistance with counselling, medical or legal help when recommended by the person dealing with the complaint.

3. Changing Behaviour of Offenders:
   Where the investigator has concluded that incident/incidents of violence have occurred one or more of the following measures should be considered to change the behaviour of the perpetrator:
   - Counselling
   - Mentoring
   - Professional development
   - Anger management or social skills programmes
   - Involving relevant agencies, e.g., GSE, Police, Te Roopu Kimiora, and CYFS.

4. Support for Victims:
   This may include:
   - Counselling
   - Mentoring
   - Psychiatric support
   - Access or leave or reduction in workload for a period of time
   - Support from management and colleagues
   - Ensuring a safe environment with "time-out" provisions
   - Free access to supporters
   - Confidence building programmes

5. Evaluation and Monitoring:
   Systems for recording and storing information about incidents of violence are established and implemented so Okaihau College can continue to monitor and evaluate our current policy, strategies and procedures.