*Bullying prevention and response: A guide for schools*

A sample outline of a safe school, bullying prevention and response template (section 17.2).

**Our safe school bullying prevention and response policy and procedures**

**Section One (policy):** Our school’s expectations, the principles underlying this policy and our school’s agreed definition of bullying behaviour.

**Section Two (policy):** Our school’s bullying prevention activities:

*For example:*

* surveys and self-review across the components of a whole-school approach (eg, *Wellbeing@School*)
* action plan based on gaps and issues identified as part of self-review
* professional learning and development
* teaching and learning programmes, student-led initiatives, parent / whānau involvement, collaborative community providers.

**Section Three (procedure):** What we will do when bullying behaviour occurs:

*For example:*

* responding to the incident (how do we identify and address incidents of different severity?

what do we do if the behaviour occurs outside of school?)

* getting support and advice
* working with the targets of bullying behaviour
* working with the bystanders of bullying behaviour
* working with the initiators of bullying behaviour
* escalating incidents to senior management and other agencies
* review and/or institute specific prevention activities.

**Section Four (procedure):** What we will do to keep everyone informed:

*For example:*

* regular communications to the wider school community.

**Section Five (policy):** How we will know how well this policy is working:

*For example:*

* gather data and review (eg, *Wellbeing@School*)
* meet regularly to review and consult on our bullying policy and strategy.