

## **Abuse of Students Policy**

To ensure the safety/well-being of students and the best care for their emotional and physical needs by ensuring that verbal, physical and sexual abuse of students is not tolerated at or by Greymouth High School.

### **Guidelines**

1. All staff will be student safety advocates.
2. The welfare of the student is paramount in the process.
3. The following actions (which are to be in the staff handbook) should be followed by staff members when a disclosure is made to them.
  - Listen to what the student has to say but do not question them further. (Very important)
  - Record what the student has told you. Date and time it.
  - Reassure them that what they have done is the right thing in telling an adult.
  - Inform Guidance Counsellor or member of Senior Management who will take appropriate action under the relevant school policy or employment agreement or by referring the matter to people or agency with the appropriate expertise.
4. All information pertaining to cases of suspected abuse are confidential to the persons directly involved with the case.
5. The health and safety issues created by the stress of dealing with students who disclose abuse need to be recognised and managed.

### **Signed**

**Chairperson:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Review Date:** \_\_\_\_\_