



Creating a Safe School Environment (Students)

A MESSAGE FROM THE SCHOOL

Brisbane Grammar School (**School**) is committed to ensuring the safety and wellbeing of all students in its care. Creating and maintaining a safe environment is a responsibility that all School staff take very seriously.

This purpose of this brochure is to inform you about the School's policies and procedures. You will also receive further safety information through specific lessons in the Student Wellbeing Curriculum. Full copies of the School's policies and procedures are available on the School's intranet site, MyGrammar.

What behaviours are unacceptable in a safe environment?

The School is committed to ensuring that all students are protected from:

- **Harm** (including **sexual abuse** or **self-harm**);
- **Inappropriate behaviour**;
- **Bullying**; and
- **Prohibited drug** use.

Harm means any detrimental effect of a significant nature on a student's physical, emotional or psychological wellbeing, no matter how it is caused. Causes of harm may include sexual abuse, self-harm, bullying and prohibited drug use.

Sexual abuse includes sexual behaviour between a student and another person where:

- The other person bribes, coerces, exploits, threatens or is violent towards the student;
- The student has less power than the other person; or
- There is a significant difference between the student and the other person in maturity or intellectual capacity.

This applies to behaviour in person, by phone or online by any adult, including School staff, or another student, including students from other schools.

Self-harm means deliberately causing harm to one's self. This type of harm may occur with or without suicidal intent. Self-harm may be a symptom of, or associated with, a medical condition or intellectual disability.

Inappropriate behaviour is behaviour of a staff member that another staff member, student or parent considers inappropriate, or any behaviour that is grooming behaviour or otherwise inconsistent with School policy.

Bullying is an ongoing misuse of power in relationships through repeated verbal, physical and/or social behaviour that causes physical and/or psychological harm.. Bullying can be caused by an individual or by groups. It can happen in person, by phone or online. Bullying is prohibited under the *Bullying Policy*.

A **prohibited drug** is any foreign substance introduced into the body to affect its functioning, and anything used to ingest that substance (such as needles or pipes). Prohibited drugs include alcohol, tobacco, illegal drugs (such as cannabis, amphetamines, hallucinogens and opiates) and medications (if not taken in accordance with the *Medication Policy* or otherwise for lawful medical purposes). Involvement with prohibited drugs is prohibited under the *Drug Policy*.

There are also other forms of unacceptable behaviour which are prohibited under other School policies. More information about these policies is available on MyGrammar.



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FREQUENTLY ASKED QUESTIONS

What are the signs of harm?

Signs of harm might be physical (e.g. bruises or marks on the body), emotional (e.g. unusual sadness or depression) or behavioural (e.g. aggression or unusual behaviour).

Will parents be informed?

Parents will be contacted by a staff member if necessary. Exceptions can be made in certain circumstances.

Will reports be kept confidential?

Confidentiality cannot be guaranteed, but matters will be dealt with sensitively and with care.

PROCEDURE FOR STUDENTS

What should I do if I suspect or experience harm?

You should talk to a trusted adult, for example, Form Tutor, Head of Year, Assistant Head of Year or member of the Senior Leadership Team. Reports can also be made through the Student Wellbeing Register on MyClasses.

What if I report an incident and nothing happens?

If you feel that nothing has happened as a result of your report, please contact the Head of Middle School or the Deputy Headmaster – Students.

What if I'm not sure about something?

You will never do the wrong thing by trying to help yourself or someone else be safe. If something feels wrong, it generally is wrong. You should talk to a trusted adult or make a report through the Student Wellbeing Register on MyClasses.

How will my report be dealt with by the School?

This depends on the nature of the report and is determined by the Head of Middle School or Deputy Headmaster – Students in accordance with School policies. Sometimes, the School is required to report matters to outside authorities (e.g. police or child safety officers).

What if I don't understand something in this brochure?

Ask a trusted adult, for example, Head of Year, Assistant Head of Year or member of the Senior Leadership Team.

Who can I talk to if I need support?

In addition to School staff mentioned above, you can speak with a School counsellor if you need support with any issues affecting your school, personal or home life.

CONTACTS

- Deputy Headmaster – Students
- Head of Middle School
- Heads of Year

You may also contact any other member of the Student Wellbeing Team or Senior Leadership Team with any questions you may have.

Main Reception

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Middle School Reception

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