

# **TRAUMATIC INCIDENTS POLICY**

## **RATIONALE**

The Board of Trustees need to provide a structured and caring response to a traumatic incident that affects the school and its community.

## **PURPOSES**

1. To assist all members of the school community to deal effectively with a traumatic incident, especially one which involves the death or serious injury of students, staff, their families or friends.
2. To have a traumatic incident response procedure.
3. To allow the school community time to grieve the loss of one of its members and provide support.
4. To assist the school community to return to normal school routines with minimal disruption.

## **GUIDELINES**

1. A crisis team will be convened by the Principal or member of the Senior Management Team and shall include Board of Trustees representation.
2. The traumatic incident response procedure will be followed so that:
  - a) Students, staff and the community are sensitively informed of the incident and are briefed appropriately at regular intervals.
  - b) Students, staff and the community are supported throughout the period.
3. The board shall receive a report following the traumatic incident period outlining the effectiveness of the traumatic incident response procedure. A review of the plan shall take place if necessary.

Initiated: Feb. 2005

Ratified: March 2005

Reviewed: December 2005  
August 2009