

Hagley College Traumatic Incident Policy

Purpose:

To provide a framework for delivering a timely, compassionate and coordinated response to traumatic incidents that relate to members of the Hagley College community. To ensure an appropriate response to a traumatic incident, a team of experienced staff will oversee all incidents. This is led by the College Principal with the support of the Senior Leadership Team and key well-being staff.

General Principles and Responsibilities:

A traumatic incident is an event which causes serious distress or harm to a staff member, a student or a group of students at Hagley College, whether:

- Directly, through a student or students being the immediate victim (s) of a traumatic event (e.g. student death or serious injury), or
- Indirectly, through students being affected by, but not directly involved in, a traumatic event (e.g. threat to staff or students, local school students sudden death)

When a traumatic incident occurs which has impacted on, or has the potential to impact on the College Community a determination shall be made as to whether it will be classified as a traumatic incident. The following may assist with classification:

- Whether any students are directly involved and to what degree
- Whether the event has occurred in the context of the College
- The number of students affected by the event
- The extent of potential distress indirectly affected by the event

The death or serious injury of a current student of Hagley College shall be considered a traumatic event.

The College shall respond to a traumatic incident, taking into account the nature of the incident and the needs of the students, their families, staff and the College. It is acknowledged that the level of College involvement may vary depending on the circumstances of the incident in question.

Student traumatic incidents will be managed by the Principal in consultation with the Ministry of Education Trauma Team. The Guidance Counsellors will take a key role in supporting students and their families. It is advised that a member of the guidance Team fulfils the role if the family liaison person.

When an incident has been characterised as a traumatic incident, the Traumatic Incident Procedures will be implemented, or the College's Crisis Management Plan.

Related policies and documents:

- Traumatic Incident Procedures
- Health and Safety Policy
- Child Protection Policy
- Ministry of Education – Preventing and Responding to Suicide
- Crisis Management plan

Approved by: SH Gordon

Designation: BOI Champion

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