



## Stop Think Do Chart

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This chart is an attempt to provide some structure to students when they are under stress from an incident or bullying. We encourage students to accept responsibility to deal with these situations. The following is a suggested framework for you to incorporate into your class.

When students bring an issue (in class or on duty) you can

- Find out if the situation is an incident (1 to 4 incidents) or bullying (repeated or persistent behaviour)
- Refer to the chart – to find out what the student has done to resolve the situation.
- For a single incident it is usually appropriate to check that the steps ‘ignore, talk and move away’ have taken place.
- For repeat incidents (eg three or four) has the student spoken firmly and warned the perpetrator that if the behaviour continues that a report to a teacher will follow.
- For serious incidents (bullying, sexual references, physical violence or racist terms) the student should be encouraged to report straight to a teacher.

## Notes for the steps

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Most of the steps are self explanatory however the following notes may help.

### Talking

This typically means that the student is coached to talk nicely (using manners eg please don't do that) stating that the other student's behaviour is unacceptable. Students should avoid aggressive body language, tone and facial expressions.

### Talk firmly

The students may need to be coached to use eye contact, chin down slightly, a firm voice and tone saying, “If you don't stop ... I will report you”