

The National School Safety Framework's *Reporting Protocol Overview*

Violent Crime

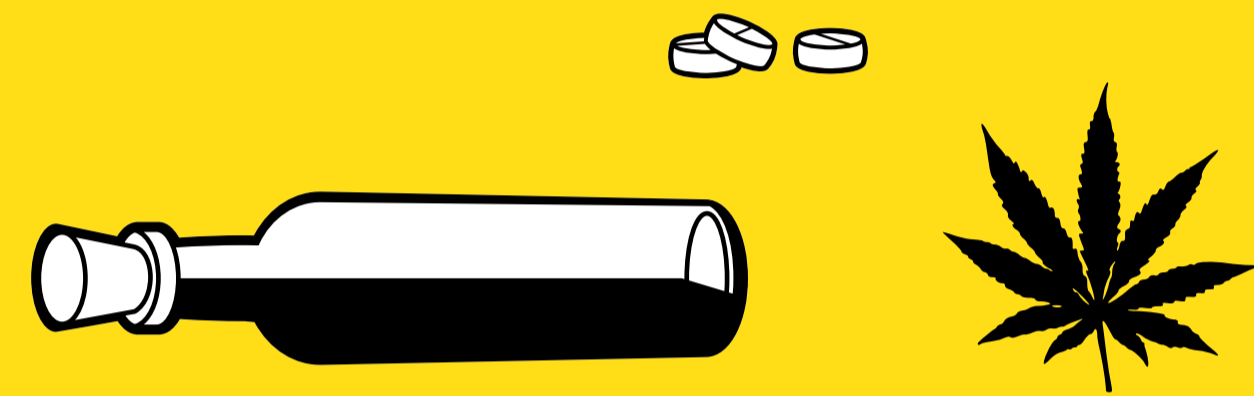
Physical assault (including stabbings, shootings, and corporal punishment)

Sexual assault / Rape

Robbery



Carrying or the possession of alcohol and other illegal substances



Bullying

Physical

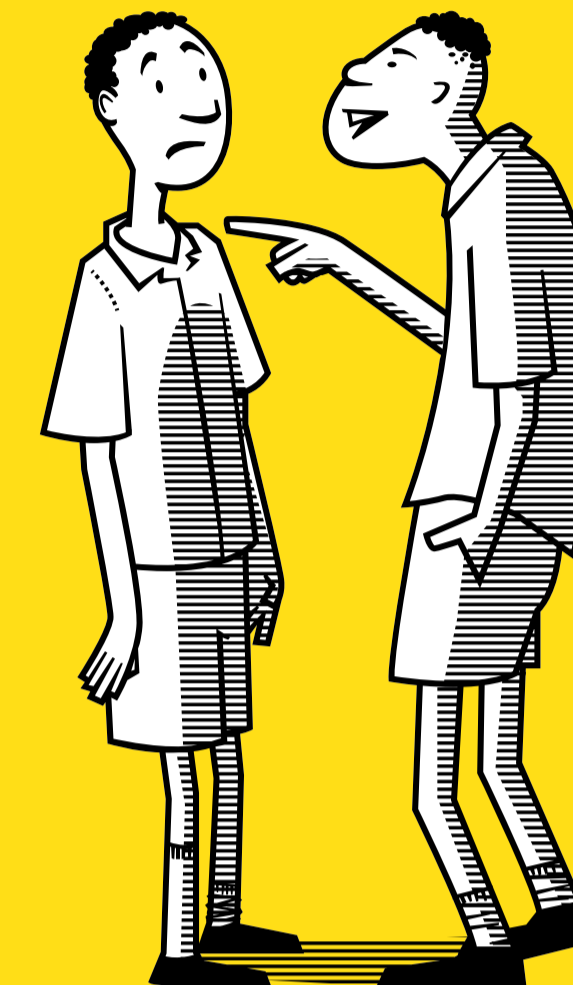
Emotional

Cyber bullying

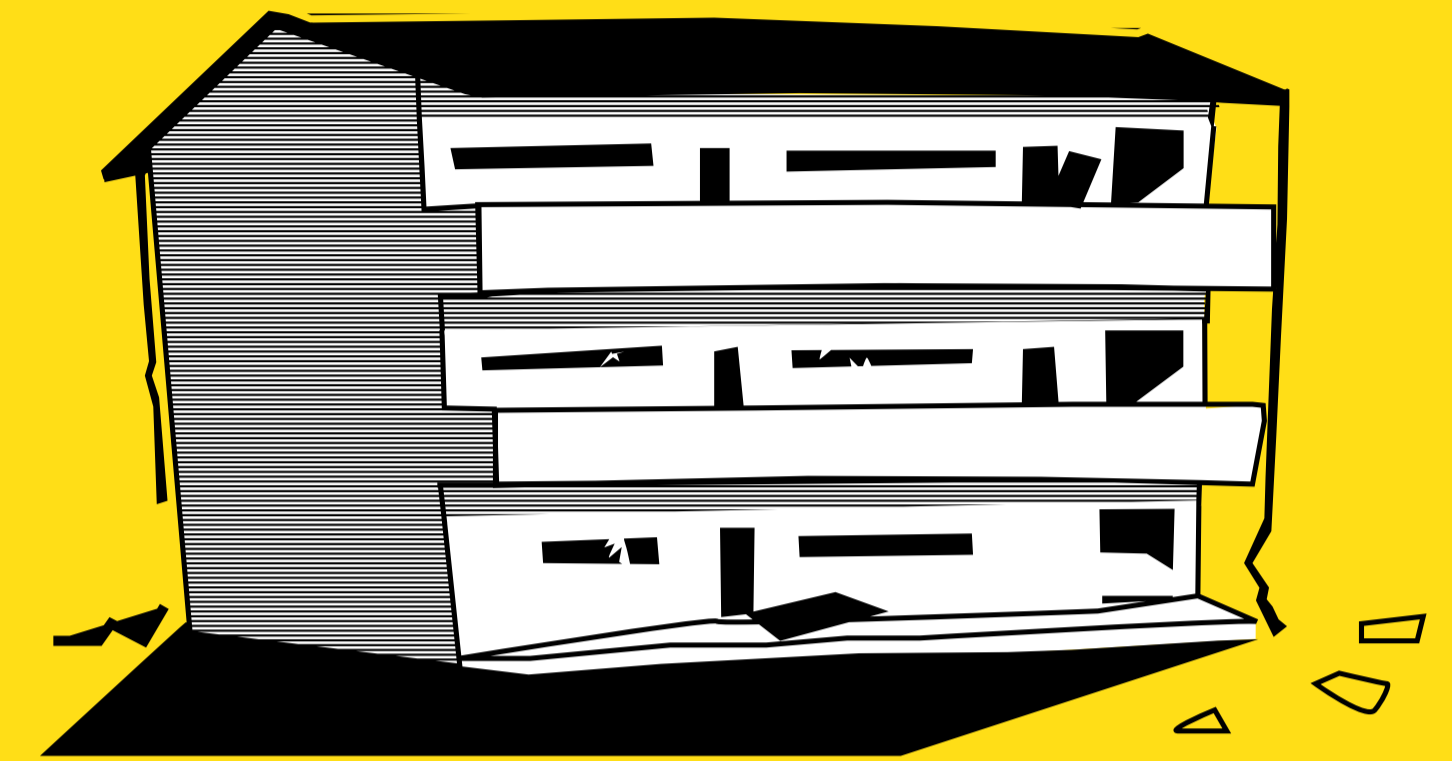
Homophobic

Racial

Verbal



Property Crime



Arson

Burglaries

Vandalism

Theft of school property

Individual theft

Report to principal (who is first line of reporting) unless other arrangements have been made by the principal

In such circumstances, cases must be reported to the Senior or Management Teams (SMT), School Governing Body (SGB), or School Safety Committee (SSC)

Data is captured on SA School Administration & Management System (SA-SAMS) and the Learner Unit Tracking Systems (LURITS) signed off by the Principal

Information is collated by the District Offices by the District Coordinator for School Safety

Provincial School Safety Coordinators further collate and send information to the Safety in Education Directorate at DBE

Once reported, pending on the seriousness of the situation, immediate action must be taken in terms of referral

In the case where an educator or other school official is involved, the principal must inform the District Manager immediately and the South African Council for Educators (SACE)

In cases involving the carrying of or possession of dangerous weapons, and/or illegal substances, these must be reported to the local police station linked to the school for immediate action

The principal must be consulted with regard to any arrests and resolution of cases by SAPS

Reasonable time should be allowed in terms of responses after an incident has been reported. What is imperative is that the school in collaboration with the relevant stakeholders must render psychosocial services and support to both victims and perpetrators of violence REGARDLESS OF THE ACT.

When and to whom referrals are made i.e. local clinic, hospital, social worker or psychologist, or local police station linked to the school, will depend on the seriousness of the incident

Parents must be involved from the beginning of any disciplinary action taken against learners

Suspected or confirmed cases of sexual abuse, rape, physical violence, and unrest amongst learners resulting in violence must immediately be reported to the local police station linked to the school
Suspected or confirmed cases of sexual abuse, rape and physical violence against learners in the home must be reported to the local police or the school social worker in terms of the Children's Act, Sexual Offences Act and Child Justice Act



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