

# **Gawler and District College B-12**

## **ANTI-BULLYING AND HARASSMENT POLICY**

All members of our school community are valued and have a right to learn and work in an environment which is safe, inclusive, conducive to learning and free from harassment, violence and bullying. Everyone has the right to come to school feeling happy, secure, comfortable and respected. Harassment in any form is not acceptable at Gawler and District College B-12 and will be dealt with seriously and expediently.

### **DEFINITION OF BULLYING**

Bullying is repeated verbal, physical, social or psychological behaviour that is harmful and involves the misuse of power by an individual or group towards one or more persons. Cyber-bullying refers to bullying through information and communication technologies.

Conflict or fights between equals and single incidents are not defined as bullying.

Bullying of any form or for any reason can have long-term effects on those involved including bystanders.

### **DEFINITION OF HARASSMENT**

Harassment is behaviour that targets an individual or group due to their identity, race, culture or ethnic origin; religion; physical characteristics; gender; sexual orientation; marital, parenting or economic status; age; ability or disability and that offends, humiliates, intimidates or creates a hostile environment. Harassment may be an ongoing pattern of behaviour, or it may be a single act.

### **DEFINITION OF DISCRIMINATION**

Discrimination occurs when people are treated less favourably than others because of their race, culture or ethnic origin; religion; physical characteristics; gender; sexual orientation; marital, parenting or economic status; age; ability or disability. Discrimination is often ongoing and commonly involves exclusion or rejection.

### **DEFINITION OF VIOLENCE**

Violence is the intentional use of physical force or power, threatened or actual, against another person (s) that results in psychological harm, injury or in some cases death. Violence may involve provoked or unprovoked acts and can be a single incident, a random act or can occur over time.

### **EXAMPLES OF BULLYING AND HARASSMENT**

- **Physical:** hitting, pushing, touching, grabbing, looks, stares, facial expressions, gestures, spitting, taking or damaging property
- **Verbal or written:** spoken or written insults, threats, suggestive comments, name-calling, unfair criticism, spreading rumours
- **Cyber:** using e-mail, voice and text messaging, social networking sites, photographic and video images
- **Graffiti:** using pictures, tags or words
- **Social:** forming groups to leave out, ignore and disrespect; influencing, encouraging or organising someone else to be involved in any type of bullying or harassment.
- **Sexual:** unwanted sexual advances, other unwelcome conduct of a sexual nature; types of bullying and harassment such as that described above that is based on a person's sexuality or sexual orientation; abuse, comments, including name calling that suggests something about a person's sexuality or sexual orientation.

**NOTE: Under recent amendments to the South Australian Equal Opportunity Act 1984 it is unlawful for a student of or over 16 years of age to sexually harass another student or staff member.**

**Cyber bullying can be an e-crime. In circumstances involving cyber bullying and harassment SAPOL may be notified. Further information and the possible penalties can be found in the parent and family information pamphlet 'Cyber bullying, e-crime and the protection of children and young people'.**

#### **EFFECTS OF BULLYING AND HARASSMENT**

When people are bullied or harassed they may feel angry, embarrassed, frightened, humiliated or uncomfortable, scared or unsafe.

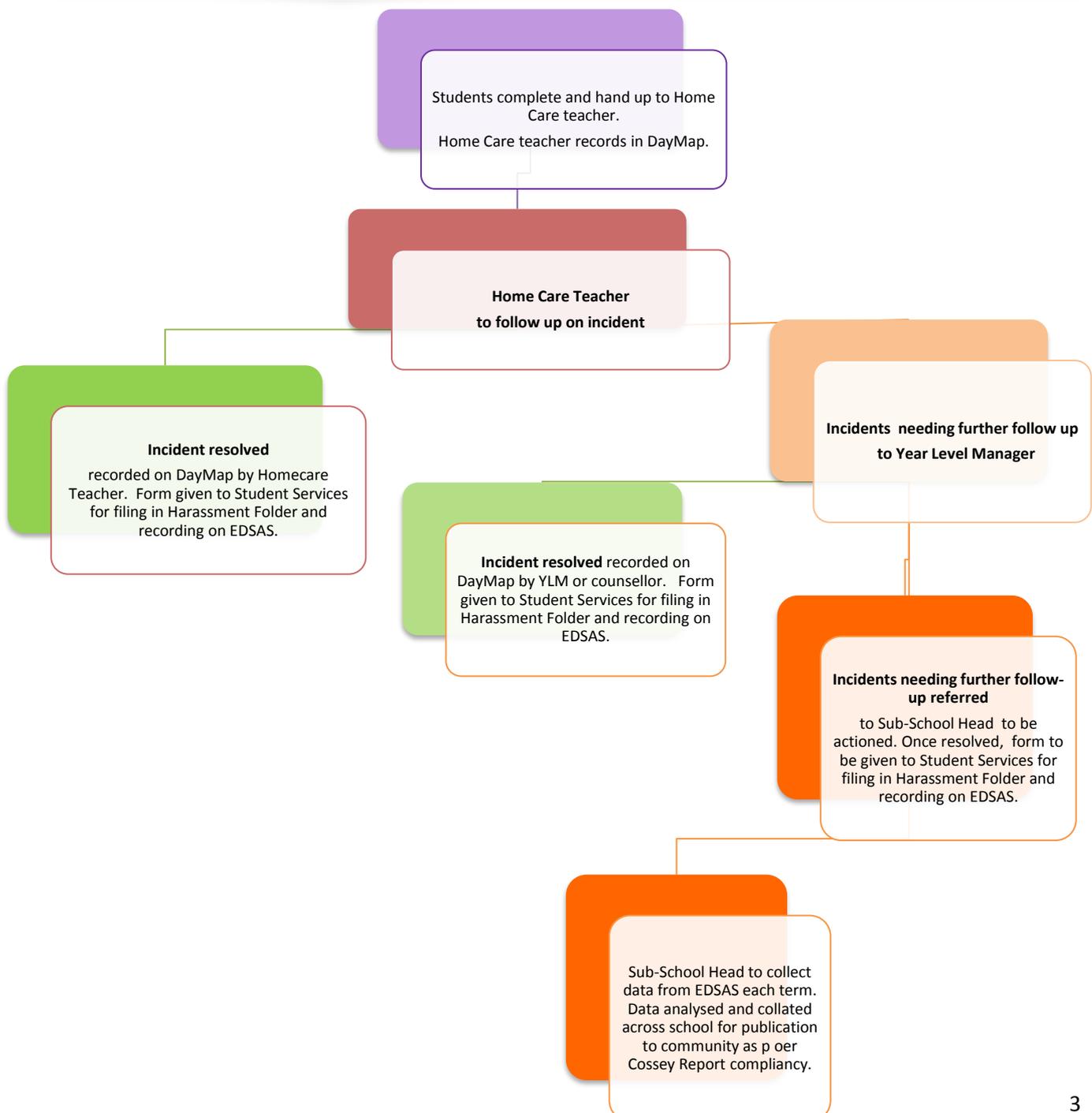
Some signs that a student is being bullied or harassed may include:

- Refusal to attend school, excuses not to go
- Unexplained cuts, bruises, or scratches
- Stolen or damaged possessions/clothing
- Headaches or stomach aches
- Asking for extra pocket money or food
- Acting out, tearfulness, depression

**WHAT TO DO IF BULLYING AND HARASSMENT OCCURS** (Refer to Bullying and Harassment Student Incident Form)

## Student Incident Report Flowchart

Student/s collect form from Student Services (Middle & Senior School) OR Home Care Teacher /Student Counsellor ( Junior School)



## **Staff**

All members of the school staff have the responsibility of addressing harassment and bullying. If staff are aware of bullying and harassment between students they should:

- Intervene to stop the harassment and / or bullying
- Report the incident to the Home Care Teacher.

If staff are the victim of bullying and harassment they should report and discuss the issue with their line manager. If the member of staff is not comfortable with this then they should discuss the matter with the Principal as per the Grievance Policy.

### **Responsibilities of Students:**

- Be respectful towards other students, staff and members of the school community.
- Participate in sessions regarding the school's Anti Bullying policy and other sessions regarding behaviour expectations.
- Report the incident immediately
- Support peers to report incidents
- Learn to be an effective bystander, so that bullying and harassment are discouraged through peer influence.

### **Responsibilities of staff:**

- Foster positive relationships with students
- Establish, maintain, make explicit and model the school's expectations related to bullying.
- Support students to be effective bystanders.
- Respond to reported incidents as soon as possible
- Keep open communication between student, parent and the school regarding the progress of the report.
- Keep the appropriate documentation of the *report*.
- Ensure that follow up of students occurs after the report has been resolved.

### **Responsibilities of the Executive Leadership Team (Principal and Sub-School Heads)**

- Develop, implement and regularly review the school's anti-bullying policy (including surveying students, parents and teachers)
- Ensure that all new students to the school, and their families, are aware of the anti-bullying policy and other relevant school policies (eg: Mobile Phone Policy and School Discipline Policy) and the decision-making procedures open to them if they wish to influence school practice
- Ensure that within the Student Diary provision is made for students and families to annually agree to support school policies (including the anti-bullying policy)
- Provide access to relevant Professional Development to all staff, in particular the Year Level Managers, Counsellors and other key staff to effectively manage bullying and implement intervention strategies
- Manage incidents of bullying in a way that is consistent with the DECD School Discipline Policy
- Ensure that families have access to the school's anti-bullying policy and related documents, School Council reports and the school's grievance procedures

### **Responsibilities of parents/caregivers:**

- Provide support for their child to report incidents as soon as possible.
- Communicate in a respectful manner with school staff regarding their concerns.
- Contact the Regional Office if their concerns are not resolved following intervention by the Principal.

### **What we do about incidents of bullying.**

- We will listen and talk to the person who has been bullied and the person who has bullied others.
- We will put negotiated consequences in place for the person who has been bullying others. These may include time out, suspension or exclusion.

- We will use a process called Restorative Justice to help everyone involved to improve their relationships with each other.
- It is important to realise that these steps may change. At Gawler and District College B-12, we do not use a 'one size fits all' approach as each person is different and each incident of bullying is different.
- If the person doing the bullying does not change their behaviour, possible consequences include:
  - Education and awareness of what constitutes harassment and bullying and how it affects others
  - Mediation and Restorative Justice
  - Removal the yard during recess and lunchtime and/or exclusion from social activities
  - Internal Suspension
  - External Suspension from school
  - Referral to other DECD agencies
  - Exclusion from school
- It is important to note that these steps may change. At Gawler and District College B-12 we use a Case Management approach, according to the frequency and severity of incidents and personal circumstances.
- Under the Regulations pursuant to the Education Act, Principals can suspend or exclude students from school if they:
 

*... act in a manner that threatens the safety or wellbeing of a student or member of staff or other person associated with the school (including by sexually harassing, racially vilifying, verbally abusing or bullying that person).*

#### **What do we do at Gawler and District College B-12 to reduce Bullying and Harassment**

If an incident of bullying happens at Gawler and District College B-12 we use prevention, intervention and post – intervention strategies.

##### **Prevention strategies include:**

- Using the curriculum to teach students about respectful relationships, civics and citizenship
- Developing programs to help students participate and have a say in their learning.
- Teaching students about violence prevention, conflict resolution, anger management and problem solving and developing policies which promote student safety.
- Teaching for and about diversity.
- Providing professional learning for staff in collaboration with local agencies.
- Surveying students regarding bullying incidents to enable us to act on their concerns.

##### **Intervention strategies include:**

- Counselling students who have been bullied.
- Talking with parents or caregivers about the situation.
- Putting consequences in place for those who bully others.
- Teaching students to be better bystanders
- Ensuring that all staff know how to address bullying effectively and respectfully.

##### **Post intervention strategies include:**

- Monitoring the situation between the students to ensure that their safety and wellbeing are maintained.
- Talking with parents or caregivers about strategies.
- Dealing with hotspots in the yard.
- Reviewing and evaluating behaviour codes and policies.