

TERANG COLLEGE

Bullying and Harassment

POLICY (Student & Staff)

1. RATIONALE

The College will provide a safe and respectful environment and prevent bullying, cyber bullying and other forms of unacceptable behaviours. Everyone will have the right to learn or teach and to feel safe and secure in his or her College environment at all times.

The College will develop a shared understanding across the whole school community that all forms of bullying are unacceptable.

2. AIMS

- 2.1 Bullying is defined as:
Bullying is where someone, or a group of people, deliberately upset or hurt another person or damage their property, reputation or social acceptance on more than one occasion. There is an imbalance of power in incidents of bullying with the bully or bullies having more power at the time due to age, size, status or other reasons.
- 2.2 With this definition in mind the following outlines the aims of the Bullying and Harassment Policy:
- 2.2.1 to reinforce within the College community what bullying is, and that it is unacceptable
 - 2.2.2 to alert everyone within the College community of the signs and evidence of bullying and to ensure bullying is reported to staff whether a person is an observer or a victim
 - 2.2.2 to ensure that all reported incidents of bullying are followed up appropriately
 - 2.2.3 to seek parental and peer-group support and co-operation at all times.

3 IMPLEMENTATION

- 3.1. Issues, actions and decisions relating to this policy will take into account Department of Education and Training policies, memos, guidelines and circulars and Government Ministerial Orders and Acts.
- 3.2. Bullying may consist of direct physical harm, direct verbal harm harassment, verbal insults or hurtful remarks, or actions designed to hurt somebody's reputation, social standing or to cause humiliation. Bullying may also be carried out indirectly and include indirect verbal intimidation, harassment and insults. It may also include cyber bullying which involves direct verbal or indirect bullying behaviours using digital technologies. This includes but is not limited to, mobile phones, websites, social network sites and networking spaces.
- 3.3. The College has adopted a zero tolerance position on bullying.
- 3.4. The College will combat bullying by providing a safe, secure and stimulating learning environment based on the Effective School's model.
- 3.5. The College will adopt a four-phase approach to bullying.
- 3.5.1. *Primary Prevention:*
 - 3.5.1.1. Professional development for staff relating to bullying, harassment and proven counter measures.
 - 3.5.1.2. Each classroom teacher to clarify with students the types of bullying, as well as the consequences and impact of bullying.
 - 3.5.1.3. Community awareness and input relating to bullying, its characteristics and the College's programs and response, complemented by clear processes for reporting suspected bullying.
 - 3.5.1.4. The provision of programs that promote inclusiveness, resilience, life and social skills, assertiveness, conflict resolution and problem solving will form an integral part of our curriculum. In particular, assertiveness training and bystander training that builds skills in children to challenge and/or report unacceptable behaviour will be central to our curriculum.
 - 3.5.1.5. Teachers and students will be trained in cyber safety. Cyber safety awareness programs will be provided for parents and students.
 - 3.5.1.6. Effective supervision of electronic devices and Education on ethical use.
 - 3.5.2. *Isolated, Infrequent or Less Serious Incidents:*
 - 3.5.2.1. Staff must respond to all instances of suspected bullying or inappropriate behaviour.

- 3.5.2.2. Parents are encouraged to contact the College if they suspect a bullying or behaviour problem.
- 3.5.2.3. The College will reinforce with children the importance of appropriately reporting incidents of inappropriate behaviour involving themselves or others, and the imperative that staff respond appropriately and proportionally to each allegation consistent with the College's Student Engagement Policy, including the proper reporting and recording of the incident on Compass.
- 3.5.2.4. Parents will be contacted if their child is alleged to have been bullied or experienced inappropriate behaviour, or if their child appears to have behaved inappropriately or bullied someone else.
- 3.5.2.5. Appropriate and proportional consequences may include a verbal apology, writing a letter of regret, completing a Behaviour Incident booklet, loss of privileges etc.
- 3.5.2.6. Public recognition and reward for positive behaviour and resolution of problems will occur as appropriate.
- 3.5.3. *Repetitive or Serious Incidents:*
 - 3.5.3.1. Serious incidents and/or repetitive incidents of bullying or unacceptable behaviour must be reported, responded to by staff and documented.
 - 3.5.3.2. Serious incidents are those that include physical assault, sexual assault, psychological or cyber bullying, criminal activity involving theft or serious damage of property, serious threats or homophobic bullying etc.
 - 3.5.3.3. All such incidents or allegations will be properly investigated and documented. Depending upon the nature of each incident, they may be also be reported to and investigated by police, reported to the Department's Emergency and Security Management Unit.
 - 3.5.3.4. The College may contact support professionals such as Welfare officers, Welfare coordinators or Councillors and/or Student Support Officers for assistance and support.
 - 3.5.3.5. Students, staff, and parents identified by others as bullies will be informed of allegations.
 - 3.5.3.6. Both bullies and victims will be offered counselling and support.
 - 3.5.3.7. All repetitive or serious incidents must be brought to the attention of the Principal class members of the College.
 - 3.5.3.8. The co-ordinator or a member of the leadership team will contact parents of the targeted child. Principal class members will contact alleged perpetrators unless advised by the police not to.
 - 3.5.3.9. Regional office will provide support as appropriate, and the principal will monitor the investigation and review the situation until matters are appropriately resolved.
 - 3.5.3.10. Consequences of repetitive or serious incidents may include criminal charges, suspension, expulsion, loss of privileges, counselling, conciliation or any other consequences consistent with the College's Student Engagement Policy.
 - 3.5.3.11. A management strategy for all parties will be developed in consultation with the students and parents involved.
 - 3.5.3.12. Parents or community members who bully, harass or abuse staff will be provided with official warnings, and if necessary referred to the police, and/or have Trespass restrictions placed upon them by the principal consistent with the Department guidelines.
- 3.5.4. *Post Incident:*

It is important that appropriate strategies be put in place after the incident has been resolved for all students involved. Appropriate strategies may include:

 - 3.5.4.1 conciliation meetings between all parties
 - 3.5.4.2 ongoing monitoring of students involved.
 - 3.5.4.3 identification of an agreed key contact staff member for each student involved.
 - 3.5.4.4 follow-up meetings regarding each child's management strategy.
 - 3.5.4.5 ongoing communication with parents.
 - 3.5.4.6 counselling from appropriate agencies of support officers etc for both parties
 - 3.5.4.7 reinforcement of positive behaviours and appropriate behaviour strategies.

3 EVALUATION

- 4.1 This policy will be reviewed every three years as part of the College's Policy review cycle.

Approved by College Council on 20/08/2018