

POLICY FOR  
**Anti-Bullying & Harassment**



Author		Approved
Name	Karen Andrews	Jacqui van Ruiten (Principal)
Position	Middle Campus Head	

Document No.	Effective Date	Version Date	Version No.	Cancels Version
PoAd001	01/07/2014	02/02/2017	001	New

### 1.0 Purpose

Every person at the Norwood Morialta High School has a right to be treated as a worthwhile person. It is the right of every student to be able to learn, and every teacher be able to teach in an environment which is safe, secure and free from bullying and harassment. It is the responsibility of those who are part of the school community to establish and maintain this safe and secure environment. Norwood Morialta High School is proud to have Respect as one of its core values and is committed to promoting healthy relationships and preventing bullying and victimisation of students. Individual differences are respected and valued.

This harassment policy aims to:

- Support every person in the school community to take responsibility for maintaining themselves safe and keeping a safe learning environment.
- Require each person to show respect for themselves, others and for property.
- Empower bystanders to stop harassment in a positive way.
- Support the right of all to learn in a safe environment.
- Bullying and harassment is recognised in state legislation and is against the law!

### 2.0 Version Control

Version Date	Version Number	Reference sections	Description of the change
01/07/2014	001	All	Review and Updated
19/09/2012	N/A	Not Applicable	Policy Developed and Introduced

### 3.0 Scope and Responsibilities

#### 3.1 Responsibilities of the Student

- 3.1.1 Be respectful towards other students, staff and members of the school community.
- 3.1.2 Communicate with an appropriate adult if being bullied or harassed or if they are aware of someone else being bullied or harassed.

- 3.1.3 Learn to be an effective bystander so that bullying and harassment are discouraged through the influence of peers
- 3.1.4 Use electronic devices appropriately and respectfully. Not send inappropriate messages or images or post them on social media.

3.2 *What can students who are being bullied or harassed, or those who see it happening to others do about harassment?*

- 3.2.1 Tell the person to stop it and say you do not like it.
- 3.2.2 Talk to a close friend or a trusted peer.
- 3.2.3 Talk to your parent/caregiver.
- 3.2.4 Talk to a staff member. They will record the incident and may help you talk to the person.
- 3.2.5 Lodge a formal complaint with the Student Counsellor, Sub School Head, Community Leader, Learning Area Leader, Assistant Principal or the Head of Campus, who will follow up with the offender.
- 3.2.6 If you are still being bullied or harassed, or are witnessing it happening to someone else, tell a staff member again. The offender will be further counselled and/or disciplinary action will take place and be recorded. A restorative meeting to address both sides of the issue may take place.
- 3.2.7 If you watch, cheer, support or encourage a bully, you are being a bully yourself and consequences will apply.

Serious breaches of the Harassment Policy, eg. physical violence (and/or threat of), sexual harassment, will most likely result in immediate suspension.

3.3 *Responsibility of Staff*

- 3.3.1 Develop and maintain positive classroom practices and positive relationships with students
- 3.3.2 Participate in developing, implementing and reviewing the school's anti-bullying policy
- 3.3.3 Establish, model and make explicit the school's expectations regarding bullying
- 3.3.4 Support students to be effective bystanders
- 3.3.5 Encourage and educate students about the appropriate use of electronic devices and social media

### 3.4 *What do you need to do when a student reports bullying or harassment?*

- 3.4.1 Take the student seriously and maintain rules of confidentiality and mandatory reporting. Assess the student's wellbeing and take appropriate action.
- 3.4.2 Record the information. This is to be stored in EDSAS – Student Behaviour Management for the offender and Anecdotal Comments for the receiver. A sub school head, community leader or student services can help to enter this information.
- 3.4.3 If the student wishes, and you are not the appropriate person to assist, report the matter to the appropriate staff member for action.

### 3.5 *What do you need to do when a student reports bullying or harassment?*

- 3.5.1 Communicate with their child about bullying, harassment and the responsibilities of bystanders
- 3.5.2 Consider cyber safety practices for their children when using ICT devices, accessing mobile phones etc. Monitor their cyber activity and provide advice and support.
- 3.5.3 Keep the school informed of any concerns about behaviour, their child's health issues, changes in behaviour, or any other relevant matters
- 3.5.4 Communicate in a respectful manner with school staff about issues of concern as soon as practicable after issues arise.

## **4.0 Policy Principles**

- 4.1 *The community of Norwood Morialta High School, DECD, services and agencies will work together to maintain a learning environment that is safe, inclusive, conducive to quality learning and free from bullying and harassment.*
- 4.2 *Every person at the Norwood Morialta High School has a right to learn and work in an environment where they can realise their full educational potential and contribute their best to the life of the school. Individual differences are respected and valued.*
- 4.3 *Students, Parents and Staff expect Norwood Morialta High School to provide a safe, satisfying and fair environment free from harassment. Discrimination in any form including harassment and bullying is contrary to the school's core values.*
- 4.4 *Norwood Morialta High School expects all students and staff to exhibit the highest standards of behaviour at all times.*
- 4.5 *Any reports of discrimination, harassment and bullying will be taken seriously.*
- 4.6 *All complaints will be taken seriously and handled confidentially.*
- 4.7 *Concerns which are addressed early are more likely to be resolved satisfactorily.*

## **5.0 Definitions and Abbreviations**

### *5.1 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; economic status; age; and/or 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.

### *5.2 Bullying*

Bullying is repeated verbal, physical or social behaviour that is harmful and involves the misuse of power by an individual or group towards one or more persons. Conflict or fights between equals and single incidents are not regarded as bullying. Bullying in any form or for any reason can have long-term effects on those involved, including bystanders.

The terms harassment and bullying are often used interchangeably.

Bullying is unacceptable behaviour at any age level.

Over the age of 10 years, children who engage in violent bullying or violence can be charged by the police with assault.

### *5.3 Cyber-bullying*

Cyber-bullying is bullying which uses e-technology as a means of victimising others. It is the use of an internet service or mobile technologies—such as e-mail, social networks, discussion groups, instant messaging, web pages or SMS (text messaging)—with the intention of harming another person. Examples include communications that seek to intimidate, control, manipulate, put down or humiliate the recipient.

### *5.4 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; economic status; age; and/or ability or disability. Discrimination can be ongoing and commonly involves exclusion or rejection.

***DO NOT ACCEPT BULLYING OR HARASSMENT - IF YOU SEE IT, OR EXPERIENCE IT, DO SOMETHING ABOUT IT!***

## **6.0 Attachments & References**

<http://www.decd.sa.gov.au/speced2/pages/bullying/>

<http://www.decd.sa.gov.au/speced2/pages/bullying/saferschools/>

<http://www.deewr.gov.au/Schooling/NationalSafeSchools/Pages/NationalSafeSchoolsFramework.aspx>

## 7.0 Review

<b>Review Date</b>	<b>Reviewed By</b>	<b>Accepted Date</b>	<b>Comments</b>
01/07/2017	Executive	01/7/2017	Next review 2019