



Bullying & Harassment Policy

Purpose

The purpose of this policy and associated processes is to promote, implement and create a safe learning environment for all members of the Mary MacKillop College community. This policy aims to build a school environment and culture based on mutual respect, positive behaviour and cooperation where MacKillop girls can be safe and develop to their potential socially, culturally and academically.

Definitions

Bullying: is repeated unwelcome behaviour towards another person because it makes that person feel humiliated, threatened or unsafe. It may come from an individual or a group.

Harassment: is unwelcome behaviour towards another person which is repeated, persistent and continues for a period of time. It may come from an individual or a group.

Cyberbullying: is carried out through an internet or mobile phone service such as email, direct message, social media platforms, discussion group or instant messaging.

Identification of Bullying & Harassment

What form can bullying and harassment take?

- deliberate hurtful words, put downs, teasing, gestures or actions toward another person
 - name-calling, rudeness, swearing, spreading rumours about a person or their family
 - writing unpleasant notes or graffiti about a person or group to which a person belongs
 - coercing others to join in with verbal slander towards another person
 - deliberately isolating others
 - hiding, damaging or destroying another person's property
 - excluding someone because of academic ability
 - not accepting someone because they are new or different
 - hitting, pushing, punching and being physically threatening or violent
 - displaying negative or aggressive body language
 - using electronic or digital technology to send hurtful, slanderous or threatening words or photos
 - degrading comments or gestures about the culture or background of another person (racial discrimination)
 - name-calling because of race (racial discrimination)
 - isolating someone because of race (racial discrimination)
 - telling offensive jokes or showing offensive material (sexual harassment or racial discrimination).
- } Both in person or through the use of technology

Responsibilities

- It is the responsibility of all staff and students to understand this policy and its ramifications. All staff and students will be trained and actively involved in understanding, implementing and managing the policy. For staff this will involve training in Restorative Justice, responding to Abuse and Neglect, Child Protection Curriculum.
- Positive Psychology and basic counselling skills. For students this will involve being introduced to the Restorative Justice model and developing strategies to respond to and deal with bullying and/or harassment.
- Dependent on the severity of the issue, it may be determined necessary to remove some of the steps in the process.
- Confidentiality of information, in cases of suspected bullying or harassment is practised at all times and the principles of natural justice will take place.
- Students and parents are required to report Bullying & Harassment to the College and enable the College staff to work through the process.
- Staff will keep students and parents informed of follow up, but will not disclose details of conversations with families or consequences.
- Consequences of bullying may include counselling, restorative conversations, loss of privileges, lunchtime reflections, internal and external suspensions.



Student Action Flow Chart

Initial Strategies

1. Ignore
2. Tell the person to stop what they are doing / saying

If the bullying/harassment continues

Inform Teacher

1. First incident documented
2. Facilitation of communication between both parties
3. Parents informed
4. Resolution strategies discussed

If the bullying/harassment continues

Inform Pastoral Care Coordinator

1. Second incident documented
2. Facilitation of communication between both parties
3. Parents informed
4. Resolution strategies discussed

If the bullying/harassment continues

Inform Director of Students

1. Third incident documented
2. Meeting with parents and student
3. Resolution strategies discussed
4. Student Behaviour Agreement completed

If the bullying/harassment continues

Inform Deputy Principal and Principal

1. Documentation reviewed to inform action
2. Legal advice sought
3. Serious incidents may be referred to the police or external agencies

Monitoring & Review
Version 2

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