



# ANTI-HARASSMENT POLICY



## **Anti-Harassment Policy**

Revised

**August 2019**

### **Vision**

Inspired by our Catholic Faith and Tradition, we are committed to growing together in Faith, Peace and Wisdom.

### **Aim**

At St. Francis School we aim to educate our students within the Catholic tradition/faith. To maintain the dignity of each person we support a zero tolerance to any harassment/bullying. All members of the school community are committed to ensuring it is a safe, caring school, which promotes personal growth, positive self-esteem and in which the dignity of the individual is nurtured and respected. This policy applies to all members of the school community, including staff, students, parents, voluntary workers, visitors and student teachers.

### **Definition**

If a particular behaviour is unwanted, unwelcome or embarrasses, hurts or upsets another person, or results in an imbalance of power in a relationship, then it can be called harassment. It may be planned, organised or unintentional. Individuals or groups may be involved. Harassment is a one off situation. Bullying refers to harassment which is ongoing. Harassment/Bullying of any kind is unacceptable.

### **Commitment to Restorative Justice**

At St Francis School we work with students to resolve issues using the basic tenants of Restorative Justice where by students work together with the assistance of a teacher or leadership to help bring about a positive result to support the student who feels harassed or bullied.

### **Types of Bullying and Harassment**

There are many ways in which people can be harassed / bullied – these are a broad set of examples. Often types of harassment/bullying overlap.

#### **Physical:**

- Fighting, pushing, shoving, gestures, invasion of personal space.

#### • **Verbal:**

- Name calling, offensive language, slander, and discrimination by sex, race, creed or gender.
- Commenting on body size and shape.
- Spreading rumours/gossip
- **Psychological/Emotional:**
- Threats of reprisal, belittling comments, domination by one or more persons.
- Being ignored or excluded from activities.

## **Victimisation:**

- Stand-over tactics, damage to property, or hiding property.
- **Racial:**
- Can include name calling, belittling jokes and remarks about a person's body, cultural and family background, graffiti on personal property and physical attacks.
  
- **Sexual:**
- Deliberately touching or brushing in a sexual manner.
- Sexually orientated jokes, drawing or literature.
- Calling of rude names or making comments about morals.
- Touching in an inappropriate way and continuing when asked to stop.
- **Cyber bullying**
- Involves the use of an internet service or other mobile technologies. Bullying and harassment can occur through a variety of media including email, chat room and gaming discussion groups, instant messaging such as Windows Live Messenger, social networking sites such as Facebook and MySpace, webpages such as YouTube, Weblogs and Wikis or SMS (text messaging) and MMS (photo messaging).

## **Bystanders**

Although an inactive bystander is not actually harassing/bullying other children, the school will educate children to understand that the bystander role is important. Students will be encouraged and expected to report harassment/bullying incidents they witness, as soon as possible. We aim to encourage children to acknowledge that by not acting to report harassment/bullying, they are actually contributing to the continuation of these issues.

## **Harassment/Bullying can occur:**

- Between students
- From a student to a staff member
- From a staff member to a student
- Between staff members
- From a parent to a staff member
- From a staff member to a parent
- From a parent to a student
- From a visitor, volunteer or contactor to a staff member
- From parent to parent
- From a visitor, volunteer or contactor to a student or parent
- **Harassment/Bullying is always hurtful and it causes serious problems.**
- Such as:
- Feeling powerless, afraid, uncomfortable or isolated.
- Finding it hard to concentrate, work or sleep.
- Finding it hard to relate to friends or family.
- Feeling confused or stressed.
- Not wanting to attend school.
- Being excluded from social groups.

## **Preventing and Stopping Harassment/Bullying is Important**

Harassment/Bullying affects a person's well being, self confidence, work and relationships with others. We believe that all members of the school community have an equal right:

- To be treated fairly by other people
- To feel safe and secure
- To learn and grow towards their full potential
- To feel valued, accepted and cared for as unique individuals

The school will be proactive in promoting general awareness of the issues of harassment/bullying through newsletter articles, class activities, multi-media and whole school gatherings. Students, staff and parents are encouraged to be respectful of other members of the school community, and to uphold the rights of all individuals to work and learn in a safe, secure and comfortable environment.

## **Rights and Responsibilities of Individuals**

All students, staff, parents and other members of the school community have the right to be free of harassment/bullying. If the rights of individuals are abused and harassment/bullying takes place, support will be provided to those involved.

All members of the St Francis School Community have a responsibility to refrain from harassment/bullying of others, either personally or part of a group, to actively discourage harassment/bullying when it occurs, to give support to those victimised and to report any incidents of harassment/bullying that may occur.

## **How members of the school community go about reporting harassment/bullying:**

### **Students**

Students report incidents of harassment/bullying to:

- Principal
- Deputy Principal
- School Chaplain
- Classroom Teacher
- Teachers on Yard Duty
- Staff
- Parents
- Buddies
- School Counsellor

### **Staff**

Staff report incidents of harassment/bullying to:

- Principal
- Deputy Principal
- School Chaplain
- Parents
- Classroom Teachers
- Harassment Officer
- School Counsellor

## **Parents**

Parents or caregivers report incidents of harassment/bullying to:

- Principal
- Deputy Principal
- School Chaplain
- Classroom Teachers
- Staff
- School Counsellor

Incidents of harassment/bullying can be reported in writing or verbally.

## **Consequences of Harassing or Bullying Others**

All incidents will be dealt with.

Consequences may include:

- Restorative Chats process
- Negotiated Curriculum for individual students where structures are set up in negotiation with the student, parents and staff.
- Refer to School Chaplain
- Refer to School Counsellor
- Proactive Social Groups – working with the Principal or delegate on strengthening relationships and dealing with situations.
- Mediation with persons involved.
- Reporting to parents
- Use Restorative Justice Conference
- Formal investigations following Catholic Education Office guidelines.

The school will deal very seriously with those who retaliate against someone for reporting incidents of harassment/bullying.

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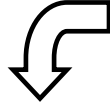
Principal

Chair of Board

Strategies for dealing with bullying and harrasment

**A** Show it doesn't upset you, ignore it or tell the person to stop.

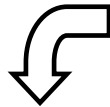
Harassment stops.  
No more action is needed.



Harassment doesn't stop.  
Go to B, C or D.

**B** Speak to the person who is bullying you. Tell them to stop. Tell them that the behaviour is unacceptable. Go with a friend.

Bullying stops.  
No more action is needed.



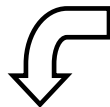
Bullying doesn't stop.  
Go to C or D.

**C** Talk to one of the following:  
A fellow student  
Your class teacher  
School Chaplain  
School counsellor  
Any staff member with whom you feel comfortable



Make a plan with this person to deal with the problem and carry it through.

Bullying stops.  
No more action is needed.



Bullying doesn't stop.  
Go to C or D.

**D** Go to the Principal with the person from C. The Principal will take suitable action to resolve the matter and notify parents.