



Policy:	Bullying and Harassment (Student)
Released:	2018
Due for Review:	2023
Domain:	Community

1. Rationale

Unfortunately, bullying occurs in sporting groups, workplaces, homes and schools. It is important that schools recognise that bullying does occur and then work proactively and reactively to manage incidents of bullying.

Bullying is the repeated and intentional behaviour of causing fear, distress or harm towards another person. Bullying can occur not only at the time of the attack but also by the threat of future attacks that involves an imbalance of power.

Bullying and harassment results in an unhappy, unsafe and / or unproductive working environment and therefore procedures to deal with any occurrences of these must be clear and transparent.

2. Definitions

Bullying can take many forms including:

- Spoken or written – e.g. name calling, put-downs, threats, teasing or making fun of someone because of their actions, appearance, physical characteristics, gender or cultural background. This includes cyberbullying on social networks, chat rooms, emails or mobile phones.
- Physical – e.g. hitting, tripping, punching, throwing objects, stealing, extortion, hiding or damaging personal belongings.
- Psychological – deliberate acts of exclusion, stalking, threatening looks or spreading of rumours to hurt or intimidate others.

Harassment is unwanted, unwelcome or uninvited behaviour which makes a person feel intimidated, humiliated or offended. Harassment can be seen as a form of bullying.

Bullying and Harassment both involve a more powerful person or group oppressing a less powerful person or group, often on the grounds of 'difference'.

3. Scope

This applies to Servite College.

4. Principles

Servite College promotes an environment where all students are treated with dignity and respect and encourages the development of positive relationships, to reduce all forms of bullying, harassment, aggression and violence.

Servite College promotes positive relationships within the school and an atmosphere where students, teachers and others feel safe and are safe.

5. Policy

Bullying is not tolerated at Servite College and it is our policy to:

- Manage bullying as a whole school community approach involving the students, staff, parents and guardians.
- Implement and review bullying strategies on an ongoing basis with a focus on the education of age appropriate skills to empower all members of the school community to recognise bullying and to respond appropriately.
- Provide quality leadership and positive role modelling to emphasise our no-bullying culture.
- Encourage the reporting of inappropriate behaviour.
- Respond to all bullying and harassment claims in a timely, fair and discreet manner and to act and provide support to ensure the continued wellbeing of those involved.
- Try to ensure there is no further disadvantage, retaliation or other suffering to the complainants or those involved in the complaint process.

There are negative situations whilst being potentially distressing for students, that are not bullying. These include:

- Conflict situations which arise where there is disagreement between students, but not an imbalance of power. Mutual conflict situations need to be closely monitored as they may evolve into a bullying situation.
- One-off acts (of aggression or meanness), including single incidents of loss of temper, shouting or swearing, do not normally constitute bullying.

Whilst single incidents may not constitute bullying, they will be dealt with seriously.

6. Procedures

Servite College recognises that the implementation of whole College prevention strategies is the most effective way of minimising and eliminating incidences of bullying within our community. These strategies include:

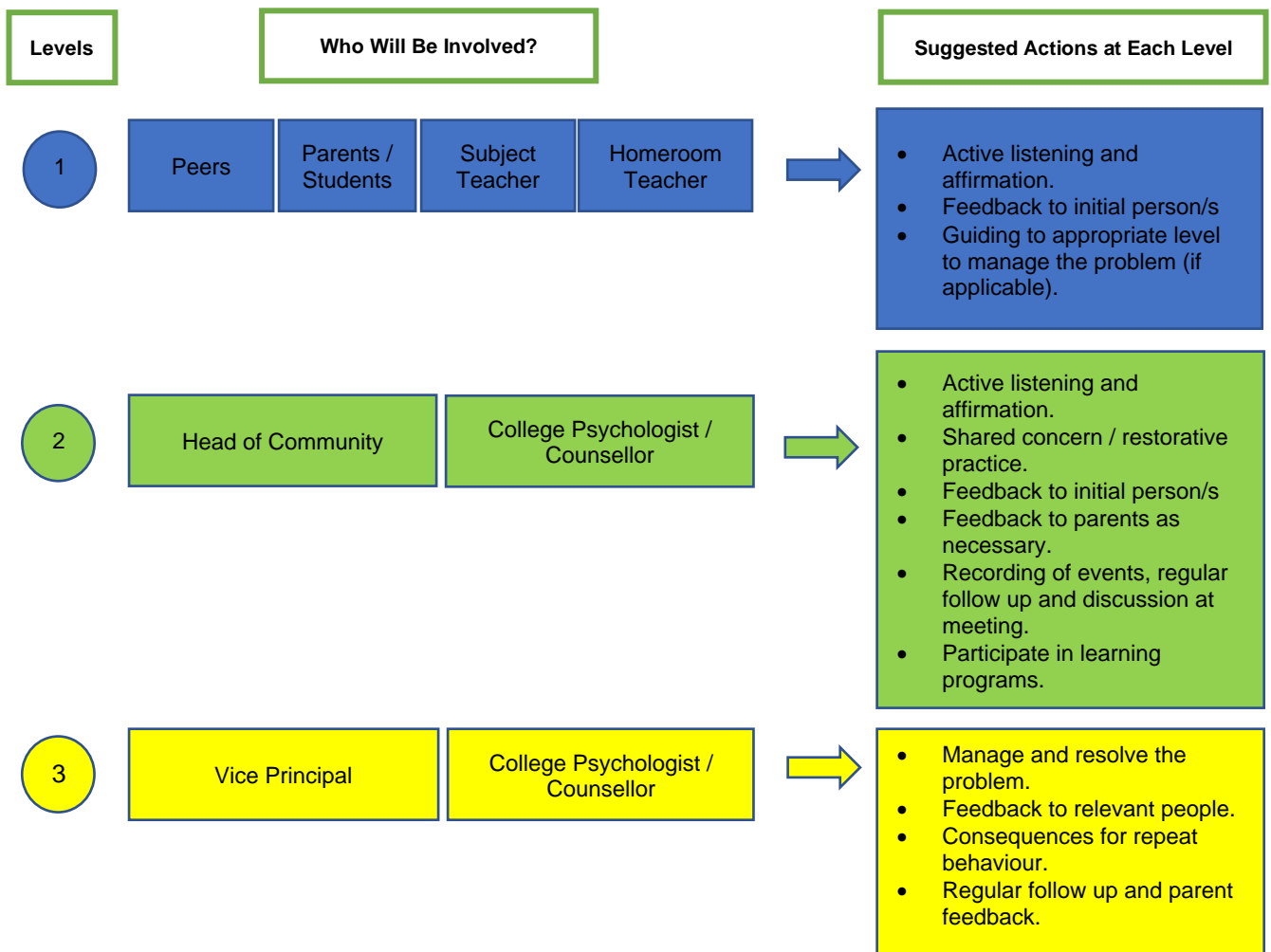
- Assuring the College community that bullying is not tolerated and any concerns will be taken seriously.
- Educating our College community to recognise the signs of bullying that may include the following behavioural changes:
 - An unwillingness or refusal to attend school
 - Becoming withdrawn or lacking confidence
 - A decline in quality of schoolwork
 - Refusing to talk when asked 'what's wrong?'
 - Having unexplained bruises, cuts or scratches
 - Acting unreasonably

Parents and guardians are encouraged to recognise these signs and notify the College if they suspect their child is a victim of bullying.

- Providing a curriculum and peer group support system that provides age appropriate education on bullying prevention, information and skills relating to bullying (including cyber bullying).

- Servite College has a Pastoral Care Program within each Year Group that addresses some elements of mental health and wellbeing and offers education and strategies to students regarding this important topic. There is also a mental health curriculum embedded through various subject areas from Years 7 to 10. The curriculum covers topics including bullying, resilience and mental health which are targeted at reducing and preventing bullying in our school and the early intervention and prevention of mental health issues.
- Education, training and professional development of staff in bullying prevention and response strategies.
- Promotion of a supportive environment that encourages the development of positive relationships and communication between staff, students and parents/guardians.
- Promote responsible bystander behaviour amongst students.
- Encourage reporting of bullying incidences through the following avenues:
 - Informing a Homeroom or trusted classroom teacher
 - Informing the College Counsellor
 - Informing a Head of Community
 - Reporting any incidences of bullying on 'Servite Concern'

The management of reporting bullying incidents will in normal circumstances follow the following process:



- In exceptional circumstance the bullying/harassment matter may be immediately escalated to a higher level for resolution.
- Assurance to the victim that their claim will be managed in a confidential and professional manner.
- Counselling and support will be offered to victims.
- All students have access to the College Counsellor, who works in conjunction with staff to address any mental health or wellbeing concerns.
- In addition, our Community Portal contains Servite Concern, an interactive site where students can report concerns related to bullying or any other issues concerning them. This will enable students to submit their messages with varying degrees of concern, or seriousness, which will then automatically be forwarded to the appropriate staff (Heads of Community, College Counsellor, Vice Principal and/or Principal).

The following flow chart indicates levels of response to incidents of bullying at Servite College. It also includes suggested actions that may be undertaken in the response.

7. Related Documents

- <https://policy.cewa.edu.au/> (Student Safety, Wellbeing and Behaviour)
- Pastoral Care Policy

8. Review History

Year of Review	Reviewed By	Amendments
2018	Executive – Published November 2018	
2020	Executive	June 2020
2021	Executive – December 2021	