Monbulk College

Policy: Bullying & Harassment
Date Ratified: June 2018
Date of last Review: May 2018

BASIC BELIEFS:

Monbulk College:
- is committed to providing a safe and caring environment and culture which enables positive relationships to be formed amongst all students and staff and members of the broader college community
- encourages improving self-esteem, cooperation, personal growth and a positive attitude to learning and teaching
- does not accept bullying and harassment in any of its forms.

AIMS:

Monbulk College aims:
- to provide a positive, respectful learning environment where all have the right to learn or to teach
- to provide a school environment where students and staff feel safe and secure
- to maintain a zero-tolerance approach to bullying behaviours
- to educate the school community what bullying is, and the fact that it is unacceptable
- to ensure that all reported incidents of bullying are followed up
- to provide support to all students and staff involved

IMPLEMENTATION PROCEDURES:

To develop a common understanding and ensure there is a consistent message and language. Monbulk College defines bullying, cyberbullying and harassment as the following:

Category	Includes
Direct physical bullying	hitting, kicking, tripping, pinching and pushing or damaging property
Direct verbal bullying	name calling, insults, teasing, intimidation, homophobic or racist remarks, or verbal abuse.
Indirect bullying	- action designed to harm someone's social reputation and/or cause humiliation. Indirect bullying includes: - lying and spreading rumours - playing nasty jokes to embarrass and humiliate - mimicking - encouraging others to socially exclude someone - damaging someone's social reputation or social acceptance
Cyberbullying	direct verbal or indirect bullying behaviours using digital technologies. This includes harassment via a mobile phone, setting up a defamatory personal website or deliberately excluding someone from social networking spaces.

Victimisation	• punishing or threatening to punish someone. It is against the law to punish or threaten to punish someone because they have reported incidents of concern. Victims may experience significant social isolation and feel unsafe.
Harassment	• any verbal, physical or sexual conduct (including gestures), or any conduct which is uninvited unwelcome or offensive to a person.

Note: Many distressing behaviours are not examples of bullying even though they are unpleasant and often require teacher intervention and management.

Mutual conflict: involves an argument or disagreement between people but not an imbalance of power. Both parties are upset and usually both want a resolution. Unresolved mutual conflict can develop into bullying if one of the parties targets the other repeatedly in retaliation.

Social rejection or dislike: is not bullying unless it involves deliberate and repeated attempts to cause distress, exclude or create dislike by others.

Single-episode acts: of nastiness or physical aggression are not the same as bullying. If someone is verbally abused or pushed on one occasion they are not being bullied. Nastiness or physical aggression that is directed towards many different people is not the same as bullying. However, this does not mean that single episodes of nastiness or physical aggression should be ignored or condoned as these are unacceptable behaviours.

All new students and staff will be informed of the anti-harassment policy and practices at the commencement of their time at the school through the:
- Staff Induction process
- Staff Handbook
- Student Planner
- Year Level Assemblies
- Home Group program
- Newsletter
- College Website

Monbulk College will organise preventative curriculum programs that promote resilience, life and social skills, assertiveness, conflict resolution and problem solving. This will be administered through Pastoral Care and Towards Success programs within the Junior School (7-9) and followed up through the Senior School, small-group activities and a range of year level programs which may include guest speakers, programs with the Adolescent Health Nurse and information sessions.

All members of the school community have a responsibility to report bullying behaviours. There area a range of avenues for reporting, which includes but is not limited to, verbal or written notification to a staff member; including phone calls and email.

Classroom teacher responsibilities
- Implement the College wellbeing and discipline processes within class for managing inappropriate behaviours
- Report on inappropriate behaviours to the Year Level Team Leader

- To ensure that all reported incidents of bullying are followed up appropriately.

Team Leader responsibilities
- Investigate reports of bullying behaviours and follow up incidents
- Maintain accurate records of reports
- Implement restorative justices approach to restoring relationships between students and/or staff
- Provide feedback to staff where incidents have been reported

Student responsibilities
- Report incidents of inappropriate, annoying, harassing behaviours to a teacher
- Participate honestly in surveys about resilience and bullying within the college
- Feel safe and confident in reporting incidences to staff
- Behave in a manner that is respectful to others
- Participate in restorative conversations to restore relationships where incidents have occurred

Parent / Guardian responsibilities
- Report incidents of inappropriate, annoying, harassing behaviours to the Year Level Team Leader or Assistant Principal
- Discuss appropriate and inappropriate behaviours with their child

Staff programs will occur periodically to keep staff informed of current issues/strategies for dealing with these issues through the meeting schedule.

All complaints of bullying and harassment will be heard in confidence and taken seriously.

There will be disciplinary consequences, covering a range of strategies, for those in breach of College guidelines and procedures; including but not limited to:
- Restorative conversations
- Conflict agreements
- Parent/guardian meetings
- Wellbeing and discipline processes, including time out, detentions and suspensions, as necessary

References
- Monbulk College Student Engagement Policy
- http://www.education.vic.gov.au/school/teachers/health/Pages/respectfulsch.aspx#mainContent
- http://www.education.vic.gov.au/school/principals/spag/safety/pages/bullying.aspx
- http://www.education.vic.gov.au/school/principals/spag/participation/Pages/participation.aspx
- http://www.education.vic.gov.au/about/programs/bullystoppers/Pages/default.aspx
- http://www.education.vic.gov.au/about/programs/bullystoppers/Pages/prinprevent.aspx
- http://www.education.vic.gov.au/about/programs/bullystoppers/Pages/lolrescybersafety.aspx

Approved By	School Council
Approval Authority (Signature & Date)	*MJ Uren* 13/6/18
Responsible for Review	Assistant Principal – Policy and Planning Sub-Committee
Next Review Date	November 2020 (2 years)