



EUROA SECONDARY COLLEGE

Policy - Harassment (Bullying)

Basic Beliefs

Students and staff have the right to work in a safe environment where they are able to fully develop their talents and abilities without intimidation, bullying or harassment. The College Student Engagement Policy states that students have the right to feel safe and have the responsibility to act with regard to the safety of others. Students and staff also have the right to be treated with respect and have the responsibility to treat others with respect.

Guidelines – The College will:

1. Create a safe learning environment where students and staff can expect action to be taken when there is a perceived or real threat to their well being.
2. Develop a consistent approach across the College to prevent bullying.
3. Provide a welfare structure of support to protect the rights of all students and staff.
4. Encourage students, parents and staff to be actively involved in prevention of bullying and to support anti-bullying programs.
5. Follow the Framework for Student Support Services to encourage resilience in students.

Implementation – The College will:

1. Include anti-bullying educational programs in the curriculum as primary prevention strategies such as “All About Me...” and “Boys Talk” in Year 7 and “Friends for life” in Year 8. Peer Support leaders (Trained senior students) will work with Year 7 students to improve students’ skills in developing positive relationships.
2. Establish welfare structures to provide appropriate support and assistance for students involved in bullying incidents: Home Groups, level coordinators and Consulting Psychologist.
3. Establish student management procedures and early intervention strategies to effectively counter bullying and harassment: Classroom management plans, compulsory interviews, parent contact, mediation with level coordinator.
4. Provide professional development for staff so that a consistent approach to harassment can be adopted across the College (classroom management strategies, mediation process and agreed referral procedures).
5. Monitor the incidence of bullying using a common incident report form and monitor progress in this area at each year level.
6. Investigate anti-bullying strategies in our feeder schools as part of the transition process and seek some consistency in approach.
7. Evaluate the Peer Support Program and investigate peer mediation processes.
8. Liaise with community support agencies in order to refer students and/or families for support in dealing with issues requiring intervention.

Approved by College Council 14/02/2006. Reviewed February, 2009



EUROA SECONDARY COLLEGE

Policy - Harassment (Bullying in the work place)

The Occupational Health and Safety Act 1985 requires that employers (Principals and School Council) ensure so far as is practicable, that the workplace is safe and without risks to health. Under the Act employees are required to take the care of which they are capable for their own health and safety and the health and safety of those affected by their acts and omissions (what they don't do). Employees must also cooperate with the employer where the employer institutes measures to ensure health and safety.

The Euroa Secondary College environment works at being a 'bully and violence-free' workplace and staff are advised that there will be zero tolerance of bullying behaviours.

Euroa Secondary College expects:

- all employees to behave in a professional manner and to treat each other with dignity and respect when they are at work.
- that staff who experience bullying are encouraged to report it, and that when it is reported it will be seen as a serious matter and will be quickly investigated. This reporting will also need to be reprisal free.

The Staff Support Officer and Principal are to be notified should someone feel bullied or be aware of bullying within the work place.

The College will ensure that appropriate information, instruction, training and supervision are provided to staff to ensure that they can carry out their duties safely. A lack of reported incidents should not be interpreted as no bullying taking place. Reasons for not reporting bullying may include:

- § Fear retribution from the perpetrator(s);
- § Lack confidence that anything will change;
- § Not want to be seen as weak or whingers;
- § Lack of awareness of the mechanisms for reporting bullying;
- § Accepting bullying as part of the work culture.

Workplace bullying is defined as repeated, unreasonable behaviour directed toward an employee, or group of employees, that creates a risk to health and safety. The definition is intended to cover a wide range of behaviour that can have an adverse impact on the health and safety of individuals.

Examples of Bullying Include:

- § Making repeatedly offensive and inappropriate comments about people's appearance, dress, opinions;
- § Constant criticism
- § Shouting or screaming at someone;
- § Abusive language;
- § Spreading rumours about people;
- § Setting unrealistic targets and time lines;
- § Placing people under constant intrusive surveillance or monitoring;
- § Asking staff to perform tasks without adequate training;
- § Making threatening comments to an individual or group.

Euroa Secondary College will publicise the fact that bullying will not be tolerated amongst staff and that certain behaviours are totally out of bounds.

The Leadership Team will provide supportive measures for anyone who is experiencing bullying. Year level or KLA Co-ordinators are to be aware of the warning signals that individual staff members are being bullied.

Induction training will cover bullying and the school's policy and procedures.

A No Bullying Policy or an information sheet on bullying is included in the staff handbook and it is to be made known to all at the beginning of each year.

Approved by College Council 14/02/2006