Our Lady of Hope School
Greenwich

POLICY DOCUMENT

ANTI BULLYING AND HARASSMENT POLICY
Rationale
Our Lady of Hope School is a place of belonging, where each person has the right to feel safe, comfortable and where learning can take place at all times. It is every person's responsibility to make this happen. From this we then seek to live justly, respect individual dignity and build a community of compassion and reconciliation through the love and example of Jesus.

A definition of bullying and harassment
Bullying is repeated verbal, physical, social or psychological behaviour that is harmful and involves the misuse of power by an individual or group towards one or more persons. Cyber bullying refers to bullying through information and communications technology.

Bullying and harassment can involve humiliation, domination, intimidation, victimisation and all forms of disrespectful comments and behaviour based on sex, race and disability. Bullying and harassment of any form or for any reason can have long-term effects on those involved including bystanders.

Bullying can happen anywhere: at school, travelling to and from school, in sporting teams or online.

Conflict or fights between equals and single incidents are not defined as bullying. Bullying behaviour is not:
- Children not getting along well,
- A situation of mutual conflict,
- Single episodes of nastiness or random acts of aggression or intimidation.

Cyber-bullying uses e-technology as a means of victimising others. It is the use of an internet service or mobile technologies – such as e-mail, social media, discussion groups, instant messaging, web pages or SMS (text messaging) – with the intention of harming another person. Examples include communications that seek to intimidate, control, manipulate, put down or humiliate the recipient.

An act of bullying or harassment can occur, for example:
- by a student to another student,
- by a student to a staff member,
- by a staff member to a student,
- by a staff member to another staff member,
- by a parent to a staff member,
- by a parent to a parent.

Bullying and harassment can take many forms. Some examples are:
- hitting, pushing, shoving, spitting,
- stealing, hiding or damaging property,
- name calling, teasing, spreading rumours,
- exclusion, offensive graffiti or ridiculing success, failure or appearance,
- standing by and watching it happen to others.

Bullying and Harassment can also be face to face, behind someones back or using a variety of technology including the internet, social media and SMS.
Other specific forms of harassment include:
Racial
• name calling or saying unpleasant things because of a person’s culture, background or language,
• telling jokes or showing offensive material that is degrading to a person of a different racial background,
• deliberately excluding others because of their race.

Sexual
• inappropriate touching or brushing against someone,
• unwelcome staring, whistling, gesturing or making comments about a person’s body, looks or clothes;
• writing and/or distributing rude or unpleasant notes about someone,
• telling jokes or showing reading material/pictures that are offensive,
• making suggestive comments of a sexual nature,
• making comments about a person’s sexuality.

School policy
Our Lady of Hope School promotes inclusivity, recognises the uniqueness and value of each individual and supports the Catholic Education Office’s policy statement of ‘ensuring the rights of teachers to teach and students to learn in a safe and caring Christian environment’.

Bullying and harassment will not be tolerated at our school. In employing a ‘zero tolerance’ policy, there will be consequences for all confirmed instances. The consequences are a range of actions available to teachers and/or the leadership team and include:
• Behaviour management strategies, such as:
  ▪ Counselling by leadership team,
  ▪ personal responsibility strategies,
  ▪ four (4) classroom steps,
  ▪ ‘rethink’ applies to yard behaviour,
  ▪ withdrawal of privileges, and
  ▪ internal suspension.
• Continued or serious acts of bullying or harassment could result in external suspension or expulsion from school.

What should you do?
• Confront the person and tell them to stop.
  ▪ This can be done by saying ‘I don’t like what you are saying to me. Stop it. It upsets me.’
  ▪ This could even be done through someone else.
• Tell one of the following:
  ▪ staff member,
  ▪ parent,
  ▪ student leader, or
  ▪ Deputy Principal or Principal.

What you should not do?
When faced with bullying or harassment, do not:
• ignore it,
• keep it to yourself, or
• retaliate.
Developing a culture to prevent harassment

We all need to work together to create a culture that leads to an environment that is free from bullying and harassment.

Staff are required to:
- role model appropriate behaviour,
- be observant for signs of bullying and harassment,
- deal with all suspected incidents, and
- take steps to prevent further incidents,
- support children in their development of resilience when dealing with bullying and harassment,
- teach the Child Protection Curriculum.

Students are required to:
- be responsible for their own behaviour,
- understand that to continually make bad choices will lead to stricter consequences,
- report all suspected incidents, which includes bullying and harassment of friends by others,
- respect the rights and feelings of others,
- Children need to understand that if they support or encourage a person who is bullying, then they are a supporter of this bullying behaviour and will therefore receive consequences which are similar to those that the bully receives.

Parents/Caregivers are encouraged to:
- watch for signs of distress,
- take an active interest in their child’s social life and acquaintances,
- inform their child to report all incidents to a trusted staff member,
- inform the class teacher if their child can’t or won’t report the matter,
- keep a written record of incidents as appropriate,
- be willing to report all witnessed incidents to a staff member, including those not involving their own child,
- understand the difference between bullying and school yard conflict,
- work with the school in order to support long term resolutions to bullying issues,
- monitor the responsible use and be aware of their child’s activity on social media platforms and where necessary report any harassment or bullying involving OLOH students to the school.

[Signatures]

(Chairperson)  
22/5/2017  
(Date)

(Principal)  
22/5/2017  
(Date)
OUR LADY OF HOPE SCHOOL, GREENWITH
ANTI BULLYING AND HARASSMENT FLOWCHART

If you are bullied or harassed

- Ignore them
- Walk away
- Tell them that you don’t like it and you want them to stop

The person stops

The person doesn’t stop

Tell a teacher

The person stops

The person doesn’t stop

Tell the Principal or Deputy Principal and your parents

The person stops

The person doesn’t stop

Tell the Principal or Deputy Principal and your parents again

If someone does something that you don’t like you should not do something bad back to them.