

Mount Austin High School Anti-Discrimination And Anti-Harassment Policy

This document constitutes the Mount Austin High School Anti-Bullying Plan

Everyone who is a member of the school community or visits Mount Austin High School has the legal right to freedom from unlawful discrimination or harassment.

At the same time, everyone at Mount Austin High school has the legal obligation to make sure that other members or visitors can enjoy that right.

Definitions

- Discrimination means treating others unfairly because they happen to belong to a particular group of people.
- Harassment is any form of repeated behaviour that is not welcome, not asked for or not returned and that offends or humiliates someone.
- Bullying is intentional, repeated behaviour by an individual or group of individuals that cause distress, hurt or undue pressure.

These behaviours can include:

- Verbal – name calling, teasing, abuse, put downs, sarcasm, insults, threats
- Physical – hitting, punching, kicking, scratching, tripping, spitting
- Social – ignoring, ostracising, alienating, making inappropriate comments or gestures including graffiti
- Psychological – spreading rumours, stalking, dirty looks, hiding or damaging possessions, malicious SMS and e-mail messages, inappropriate use of phones and camera phones

Other examples include; but are not limited to:

- Jokes based on race, homosexuality, pregnancy, disability, etc
- Mimicking someone's accent, or the habit of someone with a disability;
- Ignoring or isolating a person in a group because of their race, homosexuality, pregnancy, disability etc, or;
- Display or circulation of racist or other offensive material.

The behaviour must always be considered from the point of view of the person receiving it. It is no defence to harassment that you did not mean cause offence.

Sexual harassment is one form of harassment which the law does not allow, is discussed separately below.

Sexual harassment may include, but is not limited to:

- Pressure or demands for sexual favours;
- Unnecessary familiarity, for example, deliberately brushing against a person or constantly staring at a person;
- Unwanted sexual contact – for example, touching or fondling;
- Sexual jokes or innuendo;
- Offensive telephone calls;
- Offensive sexual gestures;
- Unwelcome comments or questions about a person's sex life;
- Display or circulation of sexual material, including, magazines, posters, pictures and messages;

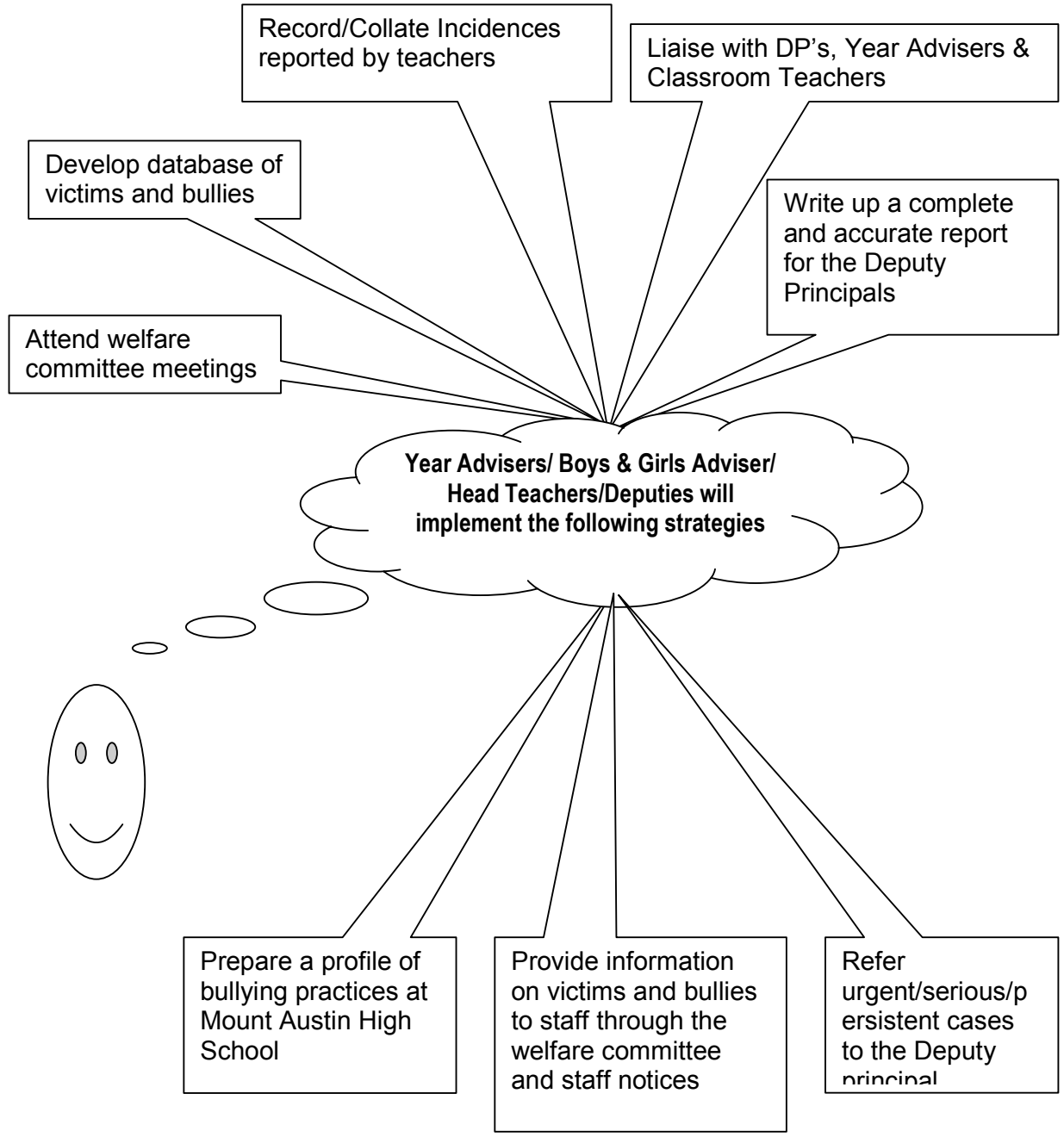
- Sexual assault.

Procedures

1. Students will be responsible for the following actions.
 - Understanding and practising their rights and respecting the rights of others to be free from discrimination and harassment; and
 - Being aware of and using the appropriate procedures for reporting incidents of discrimination and harassment.

Students must:

 - Report incidences to teachers immediately (whether they are a victim or witness). The teacher will respond with appropriate action; and
 - If harassment continues/returns the incident to be reported to the, Year Adviser, Boys or Girls Adviser, Head Teacher, Deputy Principal or Principal.
2. Teachers will be responsible for the following actions.
 - Ensuring that curriculum content and teaching practices are congruent with and supporting of this policy;
 - Helping students to develop competencies to challenge discriminatory attitudes and behaviours in themselves and others;
 - Ensuring that claims of discrimination and harassment are speedily and constructively addressed according to school-based strategies;
 - Practising non-discriminatory behaviours;
 - Use procedural fairness through dealing with incidences including verification of information from all parties;
 - Following recording procedures of the incidences;
 - Recording incidences for both the victim and the harasser on RISC.
3. The school will be responsible for the following actions.
 - Establishing a flow chart for teachers, students and parents;
 - Distributing the handbook for students and parents which outlines the policy, guidelines, procedures and contacts;
 - Provision of Professional Learning for the whole staff.
 - Developing a whole school approach and a whole school program;
 - Developing a profile of Bullying at Mount Austin High School – Victims, bullies – When, where and how
 - Developing a referral form for students/teachers to report bullying and harassment.
4. Parents and caregivers will be responsible for the following actions.
 - Supporting their children in all aspects of their learning;
 - Being aware of the school Anti-Bullying Plan and assisting their children in understanding bullying behaviour;
 - Supporting their children in developing positive responses to incidences of bullying consistent with the school Anti-Bullying Plan;
 - Supporting all students of the school to deal effectively with bullying through the strategies of the Anti-Bullying Plan.



As a student, if I observe bullying/harassment/racism, I will take POSITIVE ACTION by adopting the following strategies.

Must Do

- **I will not keep it a secret**
- **I will not retaliate**
- **I will inform the teacher**
- **I will inform a Year Adviser or a Deputy Principal**

Suggestions for Support

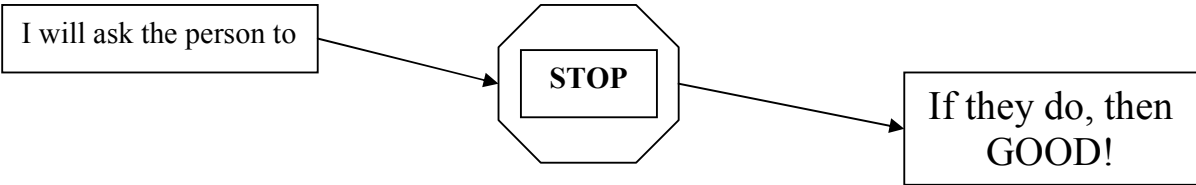
- I can inform an older/senior student
- I may comfort the victim
- I can tell a Parent

Appointments can be made on (02) 69252801 to access any of the following:

**Year Advisers
Boys & Girls Advisers
School Counsellor
Deputy Principal
Deputy Principal
Principal**

**P.Burgess/A.Flood
Donna Rockley
Rhonda Pitson
Anne Martin**

Procedures for students
As a student
If I am being bullied, I will take the following positive ACTION STRATEGIES



If they don't, I will notify one of the following people

Classroom – Class teacher
Between Classes – Year Adviser/Boys or Girls Adviser
Playground – Playground teacher/Year Adviser/Boys or Girls Adviser
To or from school – Bus driver or parent

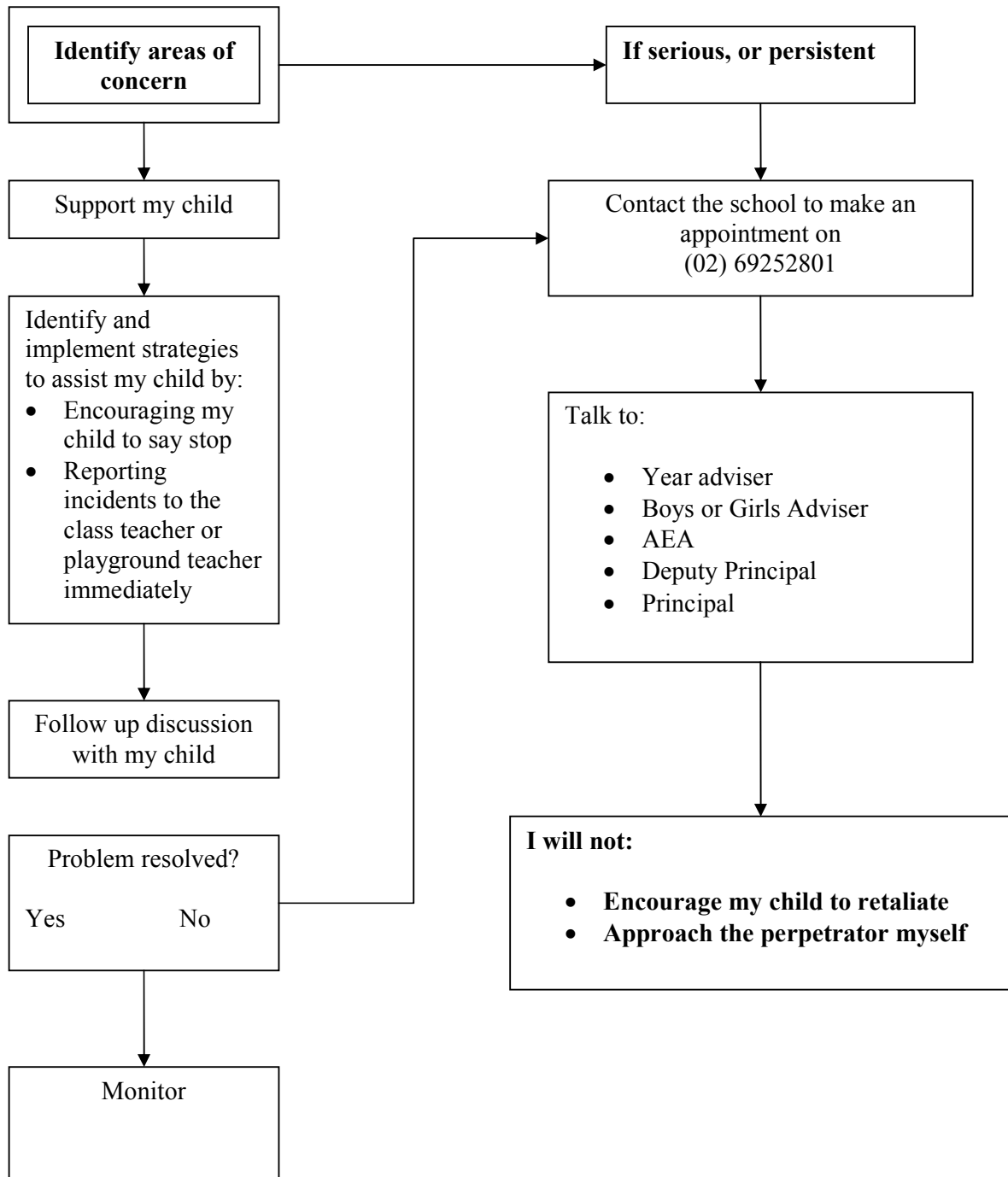
Serious continual incidences will be forwarded on to the Deputies
The School Counsellor can also become involved if needed.

I will fill out a Bullying Slip and hand it in. If I need help with it I will ask the Year Adviser, Boys or Girls Adviser or my classroom teacher for help.

If I am a bystander or I see/observe someone being bullied I will report the action to the following people

- Year Adviser
- Boys or Girls Adviser
- Deputy principals

As a parent I will adopt the following Actions



As a teacher, if I am aware of bullying, harassment or racism, I must take positive action

I will record incidents and pass it on to the Year Adviser.

I will intervene for the safety of students by:

- Investigating
- Recording the incident
- Provide action and ongoing support

I will:

- Encourage students to report all incidents as a victim or bystander
- Record minor incidents
- Counsel bullies and victims
- Encourage safe, bully free classrooms

As a Head Teacher I will take positive action by taking the following actions

- Investigating the situation fully
- Interviewing the victim
- Interviewing the witnesses
- Liaising with DP's and YA's
- Placing the perpetrator on levels or refer to DP's

I will support the victim by:

- Referring to counsellor/Year Adviser
- Contacting the parent
- Counselling if appropriate

Referring incident to welfare committee