



WILLIAM CLARKE COLLEGE MANAGEMENT POLICY STUDENT ANTI-BULLYING

POLICY	William Clarke College rejects all forms of bullying including cyberbullying. All members of the College community should be able to participate fully without experiencing any form of bullying.
PURPOSE	William Clarke College works to provide a safe, inclusive, and respectful learning environment that promotes student wellbeing.
RELEVANT COMPLIANCE LEGISLATION OR REFERENCE DOCUMENT	<p>Legislative Framework Relevant Commonwealth Legislation relating to bullying, harassment, discrimination and violence includes:</p> <ul style="list-style-type: none"> • Disability Discrimination Act 1992 • Human Rights and Equal Opportunity Commission (HREOC) Act 1986 • Racial Discrimination Act 1975 • Racial Hatred Act 1995 • Sex Discrimination Act 1984 • Crimes Act 1900 (NSW) <p>Relevant State Legislation includes:</p> <ul style="list-style-type: none"> • The Fair Work Act 2009 • Children and Young Person's Act 1998 • Education Act 1990 <p>Forms and Related Material</p> <ul style="list-style-type: none"> • Providing a Culture of Safety at the College • Social Media Policy • Complaints Handling Policy • Mandatory Reporting Guide • Information and Communication Technology System Use Policy Staff • Information and Communication Technology System Use Policy Students • Student Discipline • Student Behaviour Management & Code of Conduct page on Connect
SCOPE	<p>This policy applies to all bullying behaviour:</p> <ol style="list-style-type: none"> 1. On or off College grounds 2. That occurs during or beyond the usual College day where there is a clear and direct relationship between the bullying behaviour and the College.
DEFINITIONS	<p>Bullying - Bullying and harassment are deliberate and repeated actions towards others that involve misuse of power. Bullying and harassment can take many forms, and the College does not tolerate any form of bullying or harassment.</p> <p>Bullying and harassment are serious issues and are treated as such by the College. Name calling, teasing, making sexist or racist remarks or making negative comments may all be forms of bullying and harassment, as may be spreading rumours or repeatedly taking someone else's lunch or other property away from them.</p> <p>The College's responses towards bullying include a restorative approach and may result in possible suspension and expulsion.</p> <p>Other examples of bullying behaviours include:</p> <ul style="list-style-type: none"> • Physical: pushing, pinching, shoving, invading personal space, standing over, stalking, group intimidation etc.



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	<ul style="list-style-type: none"> • Verbal: name calling, offensive language, slander, condescending remarks, disrespectful remarks involving gender, race, disability, religion etc. • Gesture: inappropriate actions which invade or challenge another’s personal space or personal comfort, graffiti, offensive notes, damage to others’ possessions etc. • Exclusion: socially isolating another person, rejection, games that serve unnecessarily to hurt or exclude others • Electronic: sending or posting offensive or hurtful comments via mobile phone text message, email, Facebook or other social media or electronic means. Photographs or other images in print, electronic or other media which cause others to feel uncomfortable can also be interpreted as forms of harassment or bullying. <p>Conflicts - Single incidents of conflict may not be defined as bullying.</p> <p>Cyberbullying - Cyberbullying refers to bullying through information and communication technologies, including ‘sexting’. Sexting is sending sexually explicit messages or photos and making them available for others to see via information and communication technologies. Sending explicit images of anyone, including yourself, is a crime if you are under 18 years of age. If the person in the picture is under 16 years of age, a serious crime has been committed and could result in charges of paedophilia.</p> <p>Hate Speech: Conduct that is an offence under section 93ZAA of the Crimes Act 1900 (NSW), whether or not the person engaging in the conduct has been charged or convicted</p>
PROCEDURES	<ul style="list-style-type: none"> • The College strictly prohibits hate speech and racial vilification. <p>Hate speech includes conduct (whether verbal, written, physical, or online) that intentionally incites hatred, serious contempt, or severe ridicule against a person or group of persons on the basis of race or other protected attributes under NSW law.</p> <p>This prohibition applies:</p> <ul style="list-style-type: none"> - When on College grounds and at College-related activities; - In online environments, including social media - Outside College grounds where the conduct may impact the College’s community safety, or the wellbeing of other students <ul style="list-style-type: none"> • The College encourages positive student behaviour through the merit system and classroom teaching strategies and practices. Discipline at the College is outlined in the Student Behaviour and Discipline policy, the College Diary and in the Student Behaviour and Code of Conduct section of Connect. <p>It states that the College Discipline system addresses two areas of student conduct:</p> <ol style="list-style-type: none"> 1. Uniform 2. Behaviour <p>Bullying is a behaviour that attracts severe consequences (3 level escalation in our Discipline System) as outlined in the College Diary and on Connect.</p> <ul style="list-style-type: none"> • When a student believes they are being bullied <ol style="list-style-type: none"> 1. The College adopts a ‘NO, GO, TELL’ approach; in the first instance, students who believe they are being bullied should make it clear to the alleged bully that their behaviour is unacceptable, and should then remove themselves from the situation



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	<p>or context in which they believe they are being bullied. The student should then tell a trusted staff member verbally or in writing.</p> <ol style="list-style-type: none"> 2. Students who believe that bullying is taking place (although not directed at them) should tell a trusted staff member verbally or via email. 3. Policies that address specific matters such as Child Protection will be followed. 4. The College will investigate any allegation of bullying. 5. The College will employ a restorative approach, with an emphasis on a resolution through restoring relationships and learning. 6. The outcome of any investigation into bullying will include elements of both restoration and appropriate disciplinary consequences. 7. The College will seek to provide the student who has experienced bullying with appropriate strategies and support. 8. Where appropriate, external agencies may be involved in investigating an incident of bullying. For example, a Police Liaison Officer may attend the College to assist staff and students to understand the legal and other implications of bullying. 9. The College seeks to work in partnership with parents/carers and will keep them informed throughout the process of both progress and outcomes, whilst respecting the privacy of individual parties involved. <p>Record Management The following records will be maintained as per College and legislative requirements (where applicable):</p> <ul style="list-style-type: none"> - Incident record - Complaint record (Email) - Investigation records - Communication with parents
<p>DELEGATION & RESPONSIBILITIES</p>	<p>Responsibilities: The Head of College The Head of College is responsible for creating a College-wide culture that:</p> <ul style="list-style-type: none"> • Develops a shared understanding of bullying behaviour that captures all forms of bullying, including cyberbullying. • Maintains a positive climate of respectful relationships where bullying is less likely to occur. • Does not tolerate, condone or trivialise bullying behaviours. • Empowers the whole College community to recognise and respond appropriately to bullying, harassment and victimisation and behave as responsible bystanders. • Responds in a timely manner to incidents of bullying that have been reported • Provides support to any student who has been affected by, engaged in or has witnessed bullying behaviour. <p>The Head of College or their delegate is responsible for putting the following measures in place to discourage and prevent bullying at the College:</p> <ul style="list-style-type: none"> • Developing and implementing programs for bullying prevention. • Employing a suitable range of sanctions to deal with and discourage bullying, including suspension and expulsion. • Developing and implementing early intervention support for students who are identified by the College as being at risk of developing long-term difficulties with social relationships. • Developing and implementing early intervention support for those students who are identified at or after enrolment as having previously experienced bullying or engaged in bullying behaviour. • Developing and publicising clear procedures for reporting incidents of bullying at



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the College.

- Providing regular updates, within the bounds of privacy legislation, to parents/carers about the management of the incidents.

College Staff

All members of the College Staff have a responsibility to:

- Confront negative behaviour that may lead to bullying
- Respect and support students
- Model and promote appropriate behaviour and relationships
- Have knowledge of the College's policies relating to bullying behaviour
- Respond in a timely manner to incidents of bullying
- Report incidents of bullying immediately to the relevant Assistant Head of Primary or the relevant Head of Year (Secondary).

In addition, teachers have a responsibility to:

- Look for opportunities to provide a curriculum and pedagogy that supports students to develop an understanding of bullying and its impact on individuals and the broader community.

Students

Students have a responsibility to:

- Behave appropriately, respecting individual differences and diversity according to College policy
- Behave as responsible digital citizens
- Behave as responsible bystanders
- Report incidents of bullying, whether as victims of bullying or witnesses to bullying behaviour.

Parents and Carers

Parents and carers have a responsibility to:

- Be aware of the Parent Code of Conduct available on Connect
- Be aware of the College's discipline policies and procedures in the College Diary and on Connect.
- Support their children to become responsible citizens and to develop responsible online behaviour.
- Assist their children in understanding bullying behaviour.
- Support their children in responding appropriately to incidents of bullying
- Report incidents of College related bullying behaviour to the College.
- Work collaboratively with the College to resolve incidents of bullying when they occur.
- Support the College with appropriate discipline or consequences resulting from bullying.

The College community

All members of the College community have the responsibility to:

- Model and promote positive relationships that respect and accept individual differences and diversity within the College community
- Support the College's policies and procedures through words and actions
- Work collaboratively with the College to resolve incidents of bullying when they occur.



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	Period of Delegation	Indefinite
	Accountability	As listed above

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Document Author	Deputy Head
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