

TAKING ACTION

1st Action: Reported to a Staff member.

LEVEL 2 (STEP 1)

The staff member will convene a support group meeting to explain the problem and take a shared responsibility to help the victim feel safe. (Problem to be recorded).

A catch up meeting with each individual and discussions to include intervention strategies.

2nd Action:

LEVEL 3 (STEP 2)

If the harassment continues the matter will be referred to a YEAR LEVEL COORDINATOR and ASSISTANT PRINCIPAL. Parents notified. The harasser **will remain after school**, to reflect on their behaviour, a letter will be posted home and a copy filed. (Incident to be recorded).

Further Actions:

LEVEL 5 (STEP 3)

In more serious situations, the harassers will be suspended for 1-5 days and given a written harassment task. Parents notified, and a **Family Conference** will follow and **Student Agreement Plan** constructed with ongoing monitoring/counselling or family therapy.

**** Offences are cumulative.**

Everyone has the **RESPONSIBILITY** to **RESPECT** the **RIGHTS** of other individuals so that we can participate in a culturally rich environment, where the experiences and backgrounds of **EVERYONE ARE VALUED**.



Think of the effect your actions, words and behaviours may have on other people.

REVIEW

Ratified by Governing Council
Principal: Nanette van Ruiten
Governing Council Chair: Steve Andrews



PARAFIELD GARDENS HIGH SCHOOL ANTI HARASSMENT POLICY AND GRIEVANCE PROCEDURES

At Parafield Gardens High School:

1. You have the **RIGHT** to learn and to work in a safe environment.
2. You have **RESPONSIBILITY** to keep yourself safe and to keep this school a safe learning and working environment.
3. Show **RESPECT** for yourself, for others and for property.



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HARASSMENT IS ANY BEHAVIOUR WHICH IS UNWELCOME AND REPEATED WHICH MAKES YOU FEEL UNCOMFORTABLE, AFRAID, HURT OR STRESSED.

BULLYING

- **Physical bullying:** pushing, hitting, kicking, threatening, damaging work or belongings.
- **Verbal:** name calling, put downs, teasing by individuals or gangs, spreading rumours.
- **Non-verbal:** SMS, glaring and staring, making inappropriate signs/gestures, cyber bullying, e-crime.

CYBER BULLYING/E-CRIME

- Using e-technology as a means of victimising others
- Use of internet, mobile technologies such as email, chat rooms, SMS with the intention to harm another.

SEXUAL HARASSMENT

- Touching or brushing up against you when you've asked them to stop.
- Ogling, whistling, gesturing or making comments about your body, writing rude notes about you.
- Making jokes or showing pictures that are offensive.
- Pestering you to go out with him or her or asking for sex when you have said 'no'.

RACIAL HARASSMENT

- Making degrading comments, jokes, gestures about your cultural background or physical appearance.
- Making fun of your accent.
- Calling you names because of your race.
- Writing graffiti about you or any groups to which you belong.

ALL BULLYING/HARASSMENT CAN HARM CHILDREN AND STOP THEM FROM GETTING THE MOST OUT OF SCHOOL.

HARASSMENT IS A FORM OF DISCRIMINATION

and can cause:

- Difficulty in concentrating on work
- Poor study skills
- Absences from school
- Feelings of powerlessness, fear, discomfort, embarrassment.

DO NOT ACCEPT BULLYING OR HARASSMENT - IF YOU SEE IT, OR EXPERIENCE IT, DO SOMETHING ABOUT IT!

Tell the person (or people) harassing you that you **DON'T LIKE IT** and that you **WANT IT TO STOP.**

- Talk it over with friends or parents.
- Talk to your Homegroup Teacher, Subject teacher, Year Level Manager, a Student Counsellor or Chaplain.

USE THE FOLLOWING STUDENT ANTI HARASSMENT GRIEVANCE PROCEDURES

If you are being bullied/harassed, you can:

- Show that it doesn't upset you by ignoring the behaviour.

If this doesn't work then:

- Talk to the person who is harassing you.
- Stick up for yourself and tell them that you don't like what they are doing and **ASK THEM TO STOP.**

If you do not want to talk to harassers or if you have, and the harassment still continues, then:

- Tell a staff member, and have a private conversation with **NO FURTHER ACTION.**

OR

- **MAKE A PLAN** with the staff member to deal with the problem and follow it through. As a result of your plan, the staff member and you decide to **TAKE ACTION.**