Scotch College is committed to providing all its boys and any visiting students with an environment free from bullying and harassment of any kind.

**DEFINITION OF BULLYING**

Bullying is any repeated unreasonable behaviour that creates a risk to a person’s physical or mental health or safety. It can arise out of a course of conduct where any incident alone might appear to be insignificant, but put together the incidents establish an environment that is hostile to an individual, and a risk to his or her health and safety.

Bullying can take many forms, including:

- Physical bullying (causing physical harm; e.g., punching, kicking, fighting, damaging property, invading someone’s personal space)
- Verbal bullying (e.g., name-calling, teasing, spreading rumours, demeaning someone, swearing, using offensive language)
- Exclusion or social bullying (e.g., leaving a person or group out of social or group activities)
- Cyber bullying, when technology (e.g. electronic devices like mobile phones, social networking sites and email) is used to harass, threaten, embarrass, or target another person
- Sexting, when sending sexually explicit messages or photographs via electronic devices may lead to public humiliation
- Victimisation (e.g., standover tactics, extortion, picking on others and repeated exclusion)
- Racial bullying (e.g., bullying which targets a person’s race or religion)
- Sexual bullying (e.g., touching or brushing up against another person in a sexual manner, using rude names, or commenting inappropriately about someone’s sexuality or morals)
- Continually overloading a boy with work, setting timelines that are very difficult to achieve, setting tasks that are beyond a boy’s ability.

There are also many distressing behaviours that are not regarded as bullying, even though they are unpleasant and often require intervention and management. These can include:

- mutual conflict
- social rejection
- single-episode acts of nastiness or meanness
- random acts of aggression and intimidation

Although these behaviours may not be regarded as bullying, the School will not ignore or condone single episodes of nastiness or physical aggression.

Serious bullying is a criminal offence by extending the application of the Crimes Act 1958 to include behaviour that includes serious bullying (Brodie’s Law).

**DEFINITIONS OF HARASSMENT AND SEXUAL HARASSMENT**

**Harassment**

Harassment is any type of conduct or behaviour towards another person which is offensive, humiliating, demeaning, derogatory or intimidating. Harassment can be verbal, physical, written or visual.

Harassment can take many forms, including:

- making offensive comments, or jokes, about a person’s religion, physical appearance, dress or private life
- asking intrusive questions of a racial, religious or physical nature, or in relation to a disability
- using technology to post inappropriate comments about a person’s religion, physical appearance, dress or private life.

**Sexual Harassment**

Sexual harassment is an unwelcome sexual advance, request for sexual favours, or unwelcome conduct of a sexual nature, which a reasonable person would find offensive, humiliating or intimidating.

Sexual harassment can take many forms including:

- direct propositioning or subtle pressure for sexual favours
- leering, patting, pinching, touching or unnecessary familiarity
- making comments or gestures of a sexual nature
- spreading rumours of a sexual nature about a person
- indecent exposure or sexual assault.

The sexual harassment of students and staff of schools is unlawful under the Federal Sex Discrimination Act, 1984.
Bullying and Harassment – Student Policy

The Act explicitly prohibits the following forms of sexual harassment, if it occurs in connection with the harasser being an adult student or staff member of Scotch:

- The sexual harassment of any student or prospective student by a member of staff
- The sexual harassment of any student or staff member by an adult student (i.e., a student who has attained the age of 16 years)
- The sexual harassment of students from other schools by any Scotch College staff member
- The sexual harassment by an adult student from Scotch College of students or staff from other schools.

WHAT TO DO IF YOU ARE BULLIED OR HARASSED

Bullying and harassment are unacceptable, and contrary to the values, aims and expectations of Scotch College. They will not be tolerated.

Any boy or visiting student has the right to seek assistance as soon as he or she feels threatened. He or she should, in the first instance, make it known that the comments, attention, contact or behavior is unwelcome and offensive (if he or she feels comfortable doing so).

If the harassment or bullying continues, or if the boy or visiting student affected is unwilling or unable to handle the matter, he or she should inform a member of staff of the situation. Note that information and advice can be obtained from the following:

- For Senior School boys – the Principal, Vice-Principal, Head of School, Head of House, Head of Year, Chaplains, Education Support
- For Junior School boys – the Head of Junior School, Deputy Head of Junior School, Educational Support Director, Year Level Coordinator, Teacher-in-Charge of Religious Education/Pastoral Care
- For Boarding House boys – the Head of Boarding House, Dean of Boarding, Chaplains, Principal, Vice-Principal, Head of School, Head of House, Head of Year, Education Support
- For visiting students – their supervising teacher, the Vice-Principal.

If a boy or visiting student does not feel comfortable talking to anyone he knows, outside agencies such as Kids Helpline (tel: 1800 55 1800; website (www.kidshelp.com.au) or ‘stompoutbullying’ (www.stompoutbullying.org) (www.reachout.com) or (www.eheadspace.org.au) might be of use. Phones at School can be used for this purpose.

If the harassment is of a sexual nature, and should the boy or visiting student choose not to use this procedure, he or she may contact the Anti-Discrimination Section of the Justice Department, whose address and telephone number appear in the White Pages.

WHAT TO DO IF YOU WITNESS OR BECOME AWARE OF BULLYING OR HARASSMENT

Bystanders (persons observing or becoming aware of the behaviour they consider to be bullying or harassment, or likely to develop into bullying or harassment) can defuse stimulus and lessen the likelihood of bullying or harassment. Bystanders are encouraged to:

- indicate to the ‘bully’ that they feel the behaviour is bullying, and as such, inappropriate, and that if the behaviour does not stop, they will take action by talking to an appropriate member of the School community
- inform an appropriate member of the School community of the bullying behaviour or harassment, so that appropriate action can be taken.

SCOTCH COLLEGE PROCESS

All employees of Scotch College have a duty to ensure that any bullying or harassment brought to their attention or personally witnessed is addressed as soon as possible. The School will treat any report of bullying or harassment confidentially, seriously and sympathetically. It will follow up any complaint impartially, promptly and confidentially.

If the report is verified, the School will view the matter seriously and will take appropriate action. Actions the School takes will depend on the nature and severity of the bullying or harassment, and may include:

- dealing with the situation informally through a ‘no blame’ or ‘shared concern’ approach
- mediation
- counselling
- dealing with the situation through restorative practices
- taking disciplinary action, such as issuing a demerit, detention, suspension or expulsion against the bully or harasser.

Bullying and harassment, and in particular cyber bullying and sexting, may also amount to criminal behavior in breach of legislation; e.g. assault, unlawful threats or stalking.

The School will continue to review the resolutions and the wellbeing of the complainant and the alleged bully or harasser for a period, to ensure the actions taken have been effective in stopping the bullying or harassment.

MR I TOM BATTY, PRINCIPAL
(SEPTEMBER 2015)