

ST JOSEPH’S COLLEGE

BULLYING and HARASSMENT POLICY

Definition:

For the purposes of this policy: Bullying is the unwanted oppression of one person by another person or group. It may be physical, verbal, psychological or social, (inclusive of social media). Harassment is the continual process of such negative action.

Rationale:

St Joseph’s College is built on Christian Values. Our college seeks and affirms each student’s worth, dignity and vocation. Bullying strikes at the basis of these values and prevents students reaching for excellence in every dimension of life. Bullying affects everyone, not just bullies and victims. It also affects those other students who may witness violence, intimidation and the distress of the victim. It can damage the atmosphere of a class and even the community of a school.

Gospel Values:

Love, Care, Faith, Community, Service, Justice, Learning, Reverence, Respect, Responsibility, Dignity, Forgiveness, Freedom, Compassion, Openness and Endurance.

Policy Statement: St Joseph's College seeks to provide an environment where all members of the College community reflect Gospel Values, Responsible Behaviour and an Attitude of Respect for Self and Others.

Consequences:

1. Procedure and guidelines for staff, students and parents to deal with bullying and harassment will be followed.
2. The College will provide education to the College community on this policy, reporting of incidents of bullying/harassment, procedures, guidelines and College response, (Appendix B) on entry to the College and throughout the school year.
3. Incidents of bullying and harassment will be managed in a pastoral and just manner supported by the policy guidelines and procedures.

Guidelines:

1. Early identification of bullying/harassment will be encouraged in the College community.
2. Appropriate structures will be put in place to ensure that students are easily able to report incidents of bullying.
3. Appropriate support for the victim(s), perpetrator(s), and members of the College community will be given by the appropriate person; Pastoral Care Teacher; House Coordinator; Administration Team Member; Counsellor.

Procedures:

1. Incidents of bullying should be reported to the Assistant Principal Students/House Coordinators by relevant staff, parents/guardians and/or students.
2. Incidents of bullying/harassment are to be recorded on the INCIDENT REPORT FORM (Appendix A).
3. Communication with parents/guardians regarding the incidents is to be initiated by phone or in person, if deemed to be a serious matter, and then in writing as soon as possible.
4. Disciplinary procedures will follow the College Response to incidents of bullying/harassment (Appendix B).

“Serve Him in Others”

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Bullying/Harassment/Incident Report Form

Location:

Students Involved: (including Year & House)

Witnesses: (including Year & House)

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Brief Description of Incident:

Teacher: _____ Signed: _____

Action by House Coordinator:

Parents notified by: PHONE Person to Person LETTER (attached)

Signed: _____ (House Coordinator) Date: _____

Copies to: Pastoral Care Teacher Initiating teacher File

N.B. This form goes to the House Coordinator of the student suspected of bullying.