

6.6 Anti-Bullying and Harassment Statement

6.6.1 Preamble

The Anti-Bullying and Harassment Statement affirms TLK Youth College's commitment to eliminating all forms of bullying and harassment.

6.6.2 Scope

The Anti-Bullying and Harassment Statement applies to all members of the TLK Youth College community, including students and staff, and operates in conjunction with Tuggerah Lakes Community College (TLCC) Limited 'Harassment, Bullying and Discrimination Policy'.

6.6.3 Definitions

Bullying: refers to intentional, repeated behaviour by an individual or group of individuals that causes distress, hurt or undue pressure.

Harassment: refers to behaviour likely to demean, upset, intimidate or victimise a person based on their identity, including race, gender or religion.

6.6.4 Statement

TLK Youth College is committed to eliminating all forms of bullying and harassment. TLK Youth College believes that it is the right of every member of the School community to work and learn without fear of bullying or harassment of any kind.

Bullying, cyber-bullying, harassment, aggression and violence disregard core values of TLK Youth College. Importantly, such actions can adversely affect the wellbeing of our students and are therefore unacceptable.

All members of the School's community are expected to prevent and challenge such actions in order to build respectful relationships that respond effectively and sensitively to the needs of each student.

Bullying and harassment may involve the abuse of power in relationships and include all forms of humiliation, domination and intimidation of others.

6.6.4.1 Bullying and Harassment Behaviours

Bullying and/or harassment may occur through:

- Verbal acts (e.g. name calling, teasing, abuse, putdowns, sarcasm, insults, threats)
- Physical acts (e.g. hitting, punching, kicking, scratching, tripping, spitting)
- Social acts (e.g. ignoring, excluding, ostracising, alienating, making inappropriate gestures)
- Psychological acts (e.g. spreading rumours, dirty looks, hiding/damaging possessions, malicious SMS/email messages, sexting, inappropriate use of camera/phones).

Bullying and harassment can happen anywhere, including:

- At school or within sporting teams
- In Cyberspace
- While travelling to and from school and/or sport
- During extra-curricular activities.

6.6.4.2 Rights and Responsibilities of Members of the School Community

TLK Youth College students and staff have rights and responsibilities. Students and staff have the right to feel safe and protected from bullying and harassment. TLK Youth College acts rapidly and firmly against bullying and/or harassment wherever and whenever it occurs.

Staff responsibilities include:

- Modelling appropriate behaviour, respecting individual differences and diversity
- Reinforcing the message that bullying is not accepted or tolerated
- Treating seriously all reports or observed incidences of bullying
- Reporting incidences of bullying to the Principal and/or Head Teacher
- Observing of signs of distress or suspected incidents of bullying and
- Ensuring that students are supervised at all times.

Student responsibilities include:

- Modelling appropriate behaviour, respecting individual differences and diversity
- Reinforcing the message that bullying is not accepted or tolerated
- Helping someone who is being bullied
- Refraining from bullying others and
- Informing the school/authorities if they are being bullied or if they see someone else being bullied, both at school and on the way to and from school.

Parent/guardian/carer responsibilities include:

- Modelling appropriate behaviour, respecting individual differences and diversity
- Reinforcing the message that bullying is not accepted or tolerated
- Instructing their children to tell the appropriate authorities if they are bullied
- Watching for signs that their child may be bullied and
- Speaking to the TLK Youth College Principal or appointed delegate if their child is being bullied, or they suspect that it is happening.

6.6.5 Reporting Procedures

When an incident occurs the below procedure will be followed:

- An incident record is kept and:
 - Students are interviewed to ascertain the facts
 - Students are counselled as applicable and
 - Appropriate School-based correction is administered as per the Discipline Policy
- Parents/guardians/carers are notified
- Students given a suspension may be required to attend an interview with their parent/guardian/carer in attendance
- If required, the School Police Liaison Officer, currently located at Wyong Police Station, may be contacted by the Principal, or appointed delegate, should a student threaten violence towards other students or staff, or where illegal activities are observed.

6.6.6 References and Related Policies

TLK Youth College 'Behaviour Management Policy'

Tuggerah Lakes Community College Limited 'Harassment, Bullying and Discrimination Policy'.

6.6.7 Review

This Statement will be subject to periodic review and may be amended or updated when required.

6.6.8 Version History

| Version | Approved By | Approval Date | Date of Effect | Sections Modified |
|--------------------------------|---------------------|---------------------------------|---------------------------------|--|
| 27 th August 2013 | Board of Governance | 27 th August 2013 | 27 th August 2013 | Policy Released |
| 30 th April 2015 | Board of Governance | 30 th April 2015 | 30 th April 2015 | Minor Amendment to wording |
| 15 th December 2016 | Board of Governance | 16 th February, 2017 | 16 th February, 2017 | Amendments to wording and updated to new format. |
| 10 th December 2020 | Board of Directors | 10 th December 2020 | 10 th December 2020 | Minor amendments to wording. |