



The Ethnic Schools Association
of South Australia Inc.

HUNGARIAN COMMUNITY SCHOOL, ADELAIDE INC.

Anti-Bullying Policy May 2017

Summary

This information applies to all Ethnic Schools of South Australia.

Table 1: Document Details

Policy Number	ES38
Related Policies	Child Safe Environments Policy Code of Conducts for Students Record Management Policy Cyber Safe Policy
Version	1
Created by	Policy Officer: Kate Quane
Reviewed by:	Executive Officer: Darryl Buchanan
Applies to	Ethnic Schools South Australia
Key Words	Bullying; Harassment; Violence; Behaviour Management; student behaviour; expectations of students; restorative justice.
Status	Approved
Approved By Executive	ESASA Executive Committee
Approval Date	29 th May 2017
Review Date	April 2018
Notes:	DECD requirement for school's Anti-bully Policy to be reviewed annually

Table 2: Revision Record

Date	Version	Revision Description
November 2016	1	New policy developed



The Ethnic Schools Association
of South Australia Inc.

HUNGARIAN COMMUNITY SCHOOL, ADELAIDE INC.

Contents

Anti-Bullying Policy.....	1
Summary	1
Table 1: Document Details	1
Table 2: Revision Record.....	1
Introduction.....	3
Definitions.....	3
Examples of Bullying	4
Examples of Sexual harassment	5
Procedure	6
Communicating Expectations.....	7
Responsibilities.....	7
Other Relevant Documents	8



HUNGARIAN COMMUNITY SCHOOL, ADELAIDE INC.

Introduction

Hungarian Community School, Adelaide Inc. recognises that bullying and harassment are unacceptable behaviours at any age level. There is a relationship between positive classroom practices and a lower incidence of bullying, harassment and violence. This policy should be read in conjunction with the Hungarian Community School, Adelaide Inc.'s Behaviour Management Policy.

Bullying of any form or for any reason can have long-term effects of those involved including bystanders. Schools exist in a society where incidents of bullying may occur. Children who are over the age of 10 years can be charged by the police with assault. Preventing and responding to bullying behaviour in learning and working environments is a shared responsibility of all staff, students, parents, caregivers and members of the Hungarian Community School, Adelaide Inc. community. All members of the school community contribute to the prevention of bullying by modelling and promoting appropriate behaviour and respectful relationships

This document is based on and uses definitions from the Safer DECD schools document.

Definitions

The following definitions of terms are based on DECD definitions are used to clarify the types of behaviour that Hungarian Community School, Adelaide Inc. will not accept.

Bullying: is the repeated verbal, physical or social behaviour that is harmful and involves the misuse of power by an individual or group towards one or more persons.

Cyber-bullying: refers to bullying through information and communication technologies as a means of victimising others. It is the use of an internet service or mobile technologies – such as e-mail, chat room discussion groups, instant messaging, social media, web pages or text messages – with the intention of harming another person. Examples include communications that seek to intimidate, control, manipulate, put down or humiliate the recipient.



HUNGARIAN COMMUNITY SCHOOL, ADELAIDE INC.

Discrimination: occurs when people are treated less favourably than others because of their race, culture or ethnic origin; religion; physical characteristics; gender; sexual orientation; marital, parental or economic status; age; and/or ability or disability. Discrimination is often ongoing and commonly involves exclusion or rejection

Harassment: is behaviour that targets an individual or group due to their identify, race, culture or ethnic origin; religion; physical characteristics; gender; sexual orientation; marital, parental or economic status; age; and/or ability or disability, and that offends, humiliates, intimidates or creates a hostile environment. Harassment may be an ongoing pattern of behaviour, or it may be a single act.

Sexual harassment: is unwelcome sexual conduct which makes a person (male or female, of the same or opposite gender, same-sex attracted, bisexual or transgender) feel offended, humiliated and/or intimidated, where that reaction to the conduct is reasonable in the circumstances. Sexual harassment can be a single incident, repeated or continuous, direct or indirect, and take various forms.

Sexual harassment is a legally recognised form of sex discrimination. Behaviour of a sexual nature based on mutual attraction, friendship and respect, which is welcome or invited, consensual and reciprocal, does not constitute sexual harassment.

Violence: is the intentional use of physical force or power, threatened or actual, against another person/s that results in psychological harm, injury or in some cases death. Violence may involve provoked or unprovoked acts and can be a single incident, a random act or can occur over time.

Bystander: a person or persons who witness but do not partake in an act of bullying, harassment or violence

Examples of Bullying

The following list provides examples of the different possible forms of bullying that can occur and is not exhaustive.



HUNGARIAN COMMUNITY SCHOOL, ADELAIDE INC.

Physical: hitting, pushing, touching, grabbing, looks, stares, facial expressions, gestures, spitting, taking or damaging property.

Verbal or Written: spoken or written insults, threats, suggestive comments, name-calling, unfair criticism, spreading rumours

Cyber: using e-mail, voice or text messaging, social networking sites, photographic and video images

Graffiti: using suggestive and/or inappropriate pictures, tags or word

Social: forming groups to leave out, ignore and disrespect; influencing, encouraging or organising someone else to be involved in any type of bullying or harassment

Examples of Sexual harassment

- Unwelcome touching, hugging, kissing, brushing up against a person, staring or leering
- Suggestive comments or jokes, sexually explicit pictures, screen savers, posters, graffiti, letters, messages, magazine or any other visual or written medium
- Unwelcome invitations to go out on dates
- Requests for sex
- Inappropriate and intrusive personal questions about a person's private life or his/her body
- Insults, taunts, teasing or name calling of a sexual nature; or sexually explicit conversation
- Accessing sexually explicit internet sites
- Offensive telephone calls, letters, e-mails or mobile phone text messages
- Posting filmed or photographed images or comments on social networking sites
- Behaviour that may constitute a criminal offence under criminal law and reportable to police, such as physical or indecent assault, stalking, obscene communications, and sexual assault.



HUNGARIAN COMMUNITY SCHOOL, ADELAIDE INC.

Procedure

The following outlines the procedures for people who witness, partake or are subjected to an act of bullying, harassment or violence.

If you are a bystander, you have the responsibility to take action, you should:

- Refuse to watch, engage, participate actively or inactively in an act of bullying or harassment
- Encourage others to leave, not engage and not participate in an act of bullying or harassment
- Speak to the person being bullied or harassed
- Report immediately an incident of bullying, harassment, and/or violence to a staff member
- Assertively tell the person who is partaking in bullying or harassment to stop
- Inform teachers or staff if you have information or are concerned about a fellow student being bullied

If you are being bullied or harassed you could:

- Be assertive. Talk to the person who is bullying or harassing you and tell them to stop.
- Show that any act of bullying or harassment does not upset you.
- Ignore, walk away and show no reaction to an act of bullying
- Inform a teacher or staff member and explain what has occurred.
- Discuss with a teacher possible solutions
- Inform your parents/carer and explain what has occurred. Ensure that the school knows about the incident and together with the school, determine a course of action.

If you are bullying or harassing another person, you need to:

- Stop and think about what you are doing
- Admit that you have been participating in an act of bullying and/or harassment and apologise to all parties involved



HUNGARIAN COMMUNITY SCHOOL, ADELAIDE INC.

- Seek help from the school and/or home to develop strategies to stop future incidences
- Do not engage in any future incidences of bullying or harassment
- Reflect upon your behaviour and identify behaviours that are inappropriate

Communicating Expectations

The Hungarian Community School, Adelaide Inc. Anti-Bullying policy will be made available to all families and students upon enrolment to the school. As part of the enrolment procedures, students and parents are required to sign a Code of Conduct that outlines the Hungarian Community School, Adelaide Inc.'s students expectations and responsibilities. The Anti-Bullying Policy will also be available through the schools website.

Responsibilities

It is the responsibility of the Principal to:

- Ensure all staff at Hungarian Community School, Adelaide Inc. are familiar with the school's Anti-Bullying Policy
- Publicise the Anti-Bullying Policy through the school's website and upon student enrolment.
- Notify parents/carers and/or police, following a serious and significant critical incident
- Document any reported incidences of bullying or harassment
- Identify any patterns or reoccurring incidences of bullying or harassment and implement the school's Behaviour Management Policy.
- Ensure appropriate consequences for any student partaking in acts of bullying or harassment.
- Undertake mandatory Responding to abuse and neglect: Education and Care training
- To review and update the Anti-Bullying policy annually with all staff

It is the responsibility of all staff and volunteers to:

- Inform the Principal if a student reports an incident of bullying and harassment



The Ethnic Schools Association
of South Australia Inc.

HUNGARIAN COMMUNITY SCHOOL, ADELAIDE INC.

- Undertake mandatory Responding to abuse and neglect: Education and Care training.

It is the responsibility of parents and carers to encourage your child to:

- Walk away and not react to an incident
- Try to act unimpressed or unaffected
- Use strategies to diffuse the situation
- Be assertive
- Say “No!” firmly
- Talk to the teacher and other staff e.g. school Principal

If the bullying continues or increases, contact the school. These steps are also useful if you think that your child:

- has been involved in the bullying or harassment of others
- as a bystander, maybe affected by bullying or harassment of others
- as a bystander, has information and is concerned about other students being bullied

Other Relevant Documents

The Hungarian Community School, Adelaide Inc.'s Anti-Bullying Policy should be considered in conjunction with the following legislation and Departmental Policies.

Behaviour Management and Discipline: <https://www.sa.gov.au/topics/education-skills-and-learning/schools/school-life/behaviour-management-and-discipline>

The Australian Human Rights Commission Act 1986:
<https://www.legislation.gov.au/Details/C2014C00684>

Disability Discrimination Act 1992:
<https://www.legislation.gov.au/Details/C2014C00684>

Privacy Act 1988: http://www.austlii.edu.au/au/legis/cth/consol_act/pa1988108/



The Ethnic Schools Association
of South Australia Inc.

HUNGARIAN COMMUNITY SCHOOL, ADELAIDE INC.

Department of Education and Child Development; (2011) Safer DECD Schools: A resource to make DECD schools safer through the reduction of bullying, harassment and violence, and the provision of child protection initiatives. Government of South Australia.