

SIENA COLLEGE CAMBERWELL ANTI-BULLYING POLICY



POLICY TITLE: ANTI-BULLYING POLICY

DEVELOPED / REVIEWED BY

Deputy Principal Wellbeing and Strategy
Siena College Policy Committee
MACS (Melbourne Archdiocese Catholic Schools)

REVIEW SUMMARY

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verbal bullying	Includes but is not limited to name calling, insults or put downs, particularly those referring to physical characteristics, lying and spreading rumours, playing nasty jokes to embarrass and humiliate, mimicking, verbal abuse and homophobic or racist remarks.
gesture bullying	Includes but is not limited to non-verbal signals used to silence and intimidate a victim.
extortion bullying	Includes but is not limited to physically stronger and more powerful students may bully other students into giving up their possessions, buying food and drink, or taking part in rule breaking activities.
exclusion bullying	Includes but is not limited to deliberately being left out of activities or encouraging others to socially exclude someone.

identification and reporting of bullying is essential to the effective implementation of this policy
complainant(s) will be protected from victimisation
learning technologies are used ethically and responsibly in the classroom environment, and in a way that minimises the opportunity for children, young people, and students to be harmed
communication is respectful and human dignity is valued
regular monitoring of College policies is necessary, and improvements are made where appropriate

All members of the Siena College community must be aware of the possibility of bullying and take action to prevent bullying if it is reasonably foreseeable.

Responsibilities: The College

at its core an understanding that in respecting ourselves, we learn to respect others. This understanding encourages all members of our community to take responsibility for their actions. Rather than adopting a punitive approach to student wrongdoing, an emphasis is placed on working with the student so that they can better understand the impact of their behaviour.

The College will respond to all reported incidents of bullying, alleged or actual, sensitively, fairly, and promptly by:

- initiating a restorative practices intervention
- keeping a written record of any bullying investigation
- encouraging students, staff and parents and carers to report bullying and cyber-bullying to the class teacher, Head of House, Director of Students or Deputy Principal Wellbeing and Strategy
- investigating complaints of bullying and cyber-bullying in a manner that respects the dignity and privacy of those involved.
- Ensuring that complaints of bullying and cyber-bullying are handled in a way that is sensitive to students' cultural and linguistic backgrounds, and that recognises the diverse circumstances of students
- nominating a person or staff to co-ordinate strategies for the resolution of specific bullying incidents reported in the College
- notifying parents/guardians/carers of bullying incidents involving their children
- contacting the Police/Police Youth Liaison Officer if the bullying situation has involved violence, threat of harm or alleged criminal conduct
- maintaining records of bullying incidents and related interventions in accordance with relevant recordkeeping requirements (such as the Public Record Office Victoria Recordkeeping Standards)
- promoting student voice and empowerment in classrooms and also through the use of Student Representative Council to discuss matters associated with bullying, cyber bullying, safety and wellbeing
- regularly reviewing and evaluating this policy and the responsible use of technology policies and procedures to ensure they are working effectively
- engaging with parents/guardians/carers to review and evaluate this policy and the responsible use of technology procedures to ensure they are working effectively

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Responsibilities: Staff

Staff at the College aim to treat all members of the College community with dignity and respect and build respectful relationships that respond effectively and sensitively to the needs of each student by:

- implementing the student anti-bullying and responsible use of technology policies and procedures by responding promptly and appropriately to reported incidents of bullying
- implementing a restorative approach to incidents
- supporting the student anti-bullying and responsible use of technology

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identification of associated risks. Some sample questions are included for referral.
Answers are to be documented as part of the policy.

1. **Faith and Catholic Identity.** Identify any risks to Catholic Identity or Dominican charism of the school. How will this policy harm or enhance either?
2. **Reputation.** Identify if there are any reputational risks to the College. How will this policy impact Siena and wider communities?
3. **Financial.** Identify any financial risks to the College. How will this policy

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