
ANTI HARASSMENT AND BULLYING POLICY

RESPONSIBLE FOR REVIEW:	BOARD OF TRUSTEES
DEPARTMENT RESPONSIBLE:	SENIOR LEADERSHIP TEAM
DATE LAST REVIEWED:	SEPTEMBER 2016
NEXT REVIEW:	SEPTEMBER 2017

Otumoetai College recognises its legal and charter obligations and is committed to ensuring that all staff and students are able to work and learn in an environment free from all forms of violence, harassment and bullying i.e. physical, emotional, sexual, verbal and electronic etc.

1. The College will not tolerate bullying and harassment and is committed to ensuring a school-wide approach to prevent harassment and bullying.
2. All members of the college community will be informed of what constitutes harassment and bullying by reference to the definitions set out below.
3. All members of the College community have a responsibility to ensure that the College is a safe and secure learning environment.
4. The College is committed to resolving issues associated with harassment and bullying by using a range of intervention strategies.
5. The College will inform concerned parties when harassment or bullying has occurred, how it is being dealt with and the resulting consequences.
6. All incidences of harassment and bullying will be recorded on the College's electronic Student Management file, and a summary provided to the Board.
7. When investigating harassment or bullying the College staff will act with discretion and at all times remain open-minded showing due concern for the interest of all parties.

DEFINITIONS

Harassment:

Defined as unwanted conduct which is usually linked to the way a person is e.g. race, sex, sexual orientation, disability, opinions etc. There is normally a physical component to the harassment e.g. touch, intrusion into personal space, damage to possessions etc and the victim is normally aware of the harassment as soon as it takes place.

Sexual Harassment can also include making a request for sexual intercourse, or some other form of sexual contact or sexual activity with them where it contains an implied or overt promise of preferential treatment or an implied or overt threat of detrimental treatment.

Bullying:

Bullying is repetitive attack which causes distress not only at the time of the incident but also by the threat of future attacks. It is characterised by an imbalance of power and can be defined by the negative impact on the person/s being targeted. It can be verbal, physical, social or emotional. It can be done in person by manipulating others to take part, electronic means such as email, text messages, social media.

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Signature (BOT Chairperson)

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Date Ratified