

## What is Harassment?

**Harassment and Bullying are deliberate and repeated actions towards others which involve the misuse of power. It is when someone makes you feel embarrassed, uncomfortable, upset or unsafe because of who you are or what you do.**

### It occurs when someone:

- ❑ threatens, pushes, punches or hits you
- ❑ calls you names, puts you down, makes rude gestures or belittles your achievements
- ❑ hides or destroys your property
- ❑ gets a gang (or group) together to frighten or humiliate you
- ❑ prevents or affects you doing a task, set work or job
- ❑ writes or sends rude, unpleasant notes, drawings/images or e-messages to or about you or a group of people (eg, race, gender, religious group) on the internet, mobile phone or on other e-technology methods
- ❑ repeatedly calls you rude names, makes suggestive comments or tells smutty jokes
- ❑ makes degrading comments against your culture and/or your background
- ❑ touches or brushes up against you often and deliberately, when you have asked them not to
- ❑ comments on the size or shape of your body
- ❑ spreads rumours about you and/or your family
- ❑ persistently makes unwelcome requests for sexual favours or social outings
- ❑ makes degrading comments about a person's sexuality/gender ID

## Being Harassed

There are some occasions when we should be corrected – when we are doing the wrong thing and when we need to be taught the right way of behaving.

But harassment is behaviour which is unwelcome and repeated and must NEVER be allowed to continue.

When we are angry, embarrassed, frightened, humiliated or uncomfortable, it affects our self-confidence and we find it hard to concentrate on our work.

Our staff, parents and government believe that all students have the right to learn and staff have the right to perform their duties in a school environment which is safe and caring.

Harassment can occur

- Between Students
- Between staff and students

*So, stopping harassment is important because.....*

*Seaton High School should be a safe and caring environment where we can all work and learn together, and where the rights of all are respected.*

## So this is what you can do

### WHEN YOU ARE BEING HARASSED OR SOMEONE YOU KNOW IS BEING HARASSED

You can choose what you want to do and control what happens.

- Tell the person (or people) harassing you that you don't like it and that you want it to stop.
- Talk it over with friends or your parents.
- Talk to a teacher or counsellor.
- Follow the "Grievance Procedure" on the back of this pamphlet.

### If you harass others then...

- You should stop.
- You will be told to stop.
- Your behaviour will be investigated and recorded at the school.
- You will be subject to the disciplinary action decided by the school which could include:
  - involving your parents/guardians
  - involving some form of suspension
  - involving Departmental Authorities

**It is the School's responsibility to report all assaults**

## Harassment grievance procedures for students

If you are being harassed or someone you know is being harassed, you can choose what you want to do. You can:

Assertively, but calmly communicate with the person who is harassing you, making it clear that you want the harassment to stop.

OR

**Go to any teacher, parent, or adult you trust (or all three) for help.**

Talk openly about the problem.

Make a plan with your helper to deal with the problem and follow it through.

Note: A teacher or Harassment Contact Person will not talk to others or take any other action without your permission (except in the case of Child Abuse).

OR

Lodge a complaint with the Equal Opportunity Commission, if you are 16 years or older.

## Harassment grievance procedures for staff

If you are being harassed or someone you know is being harassed, you can choose what you want to do. You can:

Assertively, but calmly communicate with the person who is harassing you, making it clear that you want the harassment to stop.

OR

Discuss the problem with a Counsellor, the Principal, a Deputy or Assistant Principal, another Staff Member or the DECD Personnel Counsellor and decide upon a course of action.

OR

Lodge a complaint with the Equal Opportunity Commission, if you are 16 years or older.

**Remember...“Everyone has the right to feel safe all the time”.**

## Seaton High School



## HARASSMENT POLICY

Seaton is a non racist, non sexist, non homophobic, transgender place of learning

Harassment is unacceptable.

Seaton has zero-tolerance of harassment.

Policy updated September 2017

