

## What happens to students who interfere with the rights of others by bullying or harassing them?

Northern Adelaide Senior College is a learning community where all students are provided with support and opportunities to learn and develop. This includes developing interpersonal skills and positive relationships toward others.

In accordance with the school's Student Behaviour Management Policy students who engage in inappropriate behaviour will be supported to change their behaviour using a variety of strategies.

These include :

- Participation in a conference,
- Committing to an Agreement
- Counselling support
- Referral for agency support

Where inappropriate behaviour is ongoing, students may be suspended from school for a period of time, removed from particular classes or excluded from being a part of the school community.



## Where can I get further information ?

- Teachers , Counsellors, Student Services staff and your Student Organising Committee can provide you with advice and support to deal with any form of harassment.
- Northern Adelaide Senior College Student Orientation Booklet (hard copy or via web page [www.northernadeliadesc.sa.edu.au](http://www.northernadeliadesc.sa.edu.au))
- Northern Adelaide Senior College Information Technology Student handbook (hard copy or via web page [www.northernadelaidesc.sa.edu.au](http://www.northernadelaidesc.sa.edu.au))
- Department for Education and Child Development (DECD) Policy areas [www.decd.sa.gov.au](http://www.decd.sa.gov.au)  
The Parents & Community /Health and Wellbeing / Keeping children safe section contains more detailed DECD policy and information
- Department for Education and Child Development (DECD) Parent Compliant Unit free call 1800 667 435 or you can email [DECD.ParentComplaint@sa.gov.au](mailto:DECD.ParentComplaint@sa.gov.au)
- Equal Opportunity Commission [www.eoc.sa.gov.au](http://www.eoc.sa.gov.au)  
Level 10, 30 Currie St Adelaide SA 5000  
Phone: 8207 1977  
Email: [eoc@agd.sa.gov.au](mailto:eoc@agd.sa.gov.au)



Government of South Australia  
Department for Education and  
Child Development



Northern Adelaide  
Senior College  
Expanding Your Horizons

# BULLYING, RACIAL AND SEXUAL HARASSMENT POLICY AND GRIEVANCE PROCEDURE



**YOUR RIGHTS AND RESPONSIBILITIES**

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Bullying, racial and sexual harassment are regarded as serious issues and we are committed to providing a working environment free from such harassment.

The procedures outlined in this brochure are to protect individual rights and in the event a concern arises, provide support to resolve the issue, repair relationships and return to a positive learning environment as soon as possible.

Northern Adelaide Senior College has a legal responsibility under the *Equal Opportunity Act (1984)* and the more recent *Equal Opportunity (Miscellaneous) Amendment Bill (2008)*, to provide a fair go for all members of our school community.

This law provides for students over 16 and staff members who feel they have been sexually harassed to lodge a complaint with the Equal Opportunity Commission.

Harassment can be dealt with as a civil or criminal matter and is an offence.

### So what are we talking about?

Sexual harassment includes any unwelcome sexual conduct or comment which makes a person (male/female, same sex attracted, bisexual, transgender) feel offended, humiliated, embarrassed or intimidated.

Verbal harassment includes deliberate comments that are perceived to be embarrassing, compromising or a put down *eg name calling*.

Racial harassment involves making comments or gestures that refer to ethnicity or race that makes people feel uncomfortable, embarrassed, marginalized or put down.

Physical harassment is behaviour that involves touching another person such as pushing, shoving or intruding in their personal space.

**None of this is acceptable in any work place!**

### What about Cyber Bullying?

As a NASC student, you have access to technology that allows you to connect, create and communicate in ways that will significantly enhance your learning.



Just as importantly, its responsible use is expected.

The use of any form of technology, whether it be mobile phones, email or social media to bully or harass others is a breach of your Learning Technologies User Agreement. It is also illegal.

E-crime is reportable to the Police and other authorities.

### So why is it against the law?

Harassment can impact on the work performance of individuals in many ways. In a school it can cause:

- Poor study performance
- Reduced achievement levels
- Absenteeism due to stress
- Withdrawal from subjects or school completely
- Loss of self-confidence or esteem
- Reduced career or employment opportunities
- Difficulty in establishing relationships with others

### What is your responsibility?

- Be aware of the impact of your behaviour on others.
- Do not let your behaviour cause embarrassment or distress to other people.
- Do allow people to go about their learning uninterrupted
- Report incidents of harassment and support others to do the same.
- Know your responsibilities.
- Seek assistance if you are concerned.
- Follow the Grievance procedure overleaf with a view to resolving any issue in a constructive way.

### What can you do if this is happening to you?

- Discuss the situation with the person concerned in a calm manner, whilst making them aware of the effect of their behaviour.
- Seek support from your Student Organising Committee.
- Ask for assistance from a staff member, Student Counsellor, Assistant Principal or Deputy Principal.

You may decide to lodge a formal Report

- Work with a Counsellor or AP or DP and document a "Reporting Behaviour Concern".
- Develop an agreed Plan of Action in response to the offending behaviour.
- Work with staff to follow that agreed plan to resolve the issue.

If the issue remains unresolved

- Arrange a formal meeting with the Principal.
- If after the above process, the matter of concern has not been resolved, contact the Education Director (DECD) on 8341 4026.
- You or your parent or caregiver may contact the Parent Complaint Unit at any stage in the process at free call 1800 667 435 or you can email [DECD.ParentComplaint@sa.gov.au](mailto:DECD.ParentComplaint@sa.gov.au)

