Aim
The College seeks to provide an environment that will enable all people to develop their full educational potential and their ability to inter-relate freely on the social level.

Rationale
Navigator College commits itself to promoting and encouraging a safe and supportive environment for all members of the school community.

The College will not tolerate victimization, bullying or harassment of any kind that may interfere with the process of personal development.

All members of the school community have an equal right:
• To feel safe and secure (and therefore all community members treat each other with kindness and courtesy).
• To be treated fairly by fellow students and staff (and therefore all community members, including parents and family members).
• To learn and grow towards their full potential (with the support and encouragement of all community members).
• To feel valued, accepted and cared for as unique individuals (and therefore all community members will listen to each other, encouraging self-expression and will accept each other as individuals with individual characteristics).
• To have their own property respected (and therefore all community members will respect and protect the property of others).

Definitions
Harassment is defined as any behaviour, words or actions, either covert or overt against another student that intimidates or threatens that student. It can also include harassment using text messages or internet based systems.

Harassment can be either a single instance or a sequence of unwelcome offensive comments or actions that causes embarrassment, pain or discomfort to another person.

Some examples of harassment include:
• Physical actions, e.g. pushing, hitting, spitting, damaging or interfering with the property of others, making rude gestures.
• Verbal actions, e.g. repeated put downs, calling names, ridiculing, threatening, making derogatory comments about another’s intellectual capacity.

• Non-verbal behaviour, e.g. references to physical appearance, making rude or threatening signs or faces. This can be a subtle yet hurtful form of harassment.
• Extortion, e.g. demanding money, food or other belongings.
• Exclusion, e.g. hurting others by ignoring or isolating them or spreading rumours about them.
• Racial, cultural or disability discrimination.
• Electronic communication, e.g. via email, MSN, SMS, social networking websites.

**Racial and Cultural harassment includes:**
• Deliberate or repeated racist comments, gestures, or any other conduct which hurts people based on their nationality, country of origin, colour of skin, ancestry, faith systems or world view, or any other related beliefs or behaviour.

**Sex-based harassment includes:**
• Sexist harassment – behaviour which insists that gender stereotype be maintained and exercised in the school or workplace.
• Sexual harassment – sexually-orientated behaviour which is deliberate, uninvited, unwelcome and usually repeated and which is perceived by the recipient to be embarrassing, offensive, demeaning or compromising.
• Sexual Assault – behaviours which comprise a number of criminal offences such as indecent assault, aggravated sexual assault and rape.

**Harassment of persons with disabilities or their associates:**
• Harassment of persons with disabilities in educational institutions is unlawful under the section 37 and 38 in the Disability Discrimination Act (1992). The Disability Education Standards (2005, Part 8) defines harassment to clearly include any act that is likely to humiliate, offend, intimidate or distress a person with a disability or an associate of that person. It also applies to harassing a person about a relation, friend or associate with a disability.
• Being present and passively supportive when harassment is taking place.

**Times**
College activities at or away from school at any time, e.g. on camps, outings, travelling to and from school, at home and electronically.

**Objectives**
Navigator College will:
• Promote and encourage a safe and supportive environment.
• Plan and implement strategies to reduce harassment throughout the school.
• Ensure that the staff is knowledgeable about the consequences of harassment and to implement these consequences consistently.
• Publish a copy of the Anti-Harassment Policy in the student diary.
• Educate staff, students and parents about their responsibilities when dealing with a Harassment issue.
• Develop appropriate Pastoral Care activities to raise awareness about Harassment.
• Recognise that the behaviour of the harasser is unacceptable but will work to change behaviour of the harasser through counseling.
• Counsel both the person being harassed and the perpetrator.

Management of Harassment
The aim of the College is to restore the relationships between members of the College community. Any action taken against perpetrators of harassment will vary according to the circumstances. These could include:
• Being placed in isolation for one lunch period.
• Meeting with the relevant Head of School and/or Principal.
• Being required to attend counselling or mediation. Parents will be informed.
• Following a second offence, parents/guardians may be required to attend an interview at the College where the student will be required to sign the Harassment Policy to indicate an understanding of the consequences of further offences and will attend a Saturday detention.
• Any further offence, suspension or possibly termination will occur. (This may occur immediately in a very serious case).
• Any retaliation against students who report harassment is a serious matter and will be dealt with severely.

Student Responsibilities
Students are encouraged to take responsibility to address issues of harassment that are within the scope of student management.

Staff Responsibilities
Ensure that all issues of Harassment are appropriately addressed. These could include:
• Be positive role models in word and action at all times.
• Be familiar with the Anti-Harassment Policy and procedures.
• Be observant of signs and distress or suspected incident of harassment.
• Make effort to remove occasions for harassment by active patrolling during yard duty.
• Arrive at class on time and move promptly between lessons.
• Report suspected and reported incidents to their class teacher, senior member of staff or the Principal or Head of School.
• Ensure that all incidents are taken seriously, are addressed and followed through appropriately.
• Be familiar with, and implement the appropriate consequences to harassment according to the Behaviour Management Policy.
• Empower the person being harassed to take positive action.

**Parent Responsibilities**
To be supportive of their son/daughter with regard to Harassment.

This could include:
• To be familiar with the Anti-Harassment Policy and procedures.
• If their child is being harassed, to encourage their child to speak to their Teacher and to inform the school if the harassment continues.
• Working proactively with the school and child towards a successful resolution.
• If their child is a perpetrator of harassment, to be supportive of the action to reduce harassment.
• If the parent becomes aware of a situation of harassment, to support their son/daughter in the process for dealing with the situation and to refer to the school as appropriate.
• To support the structures put in place by the school.