

Student Learning and Welfare

Policy – Bullying Prevention

1. Purpose

Challenge Trade and Business College (CTBC) is committed to providing an environment in which students feel valued, safe and supported. We believe all members of the CTBC community have the right to be respected and have a responsibility to respect each other. To achieve this end, CTBC will seek to create a culture that:

- Allows students and staff to flourish free from discrimination, harassment or bullying,
- Does not tolerate, condone, or trivialise bullying behaviours in all its forms,
- Is aware of what constitutes bullying behaviour,
- Provides support to the victims and perpetrators of bullying,
- Deals firmly and fairly with bullies, so they either stop their bullying or leave CTBC,
- Actively seeks involvement from the CTBC community in promoting and recognising bullying prevention strategies and awareness.

This College-wide culture is underpinned by the CTBC Student Behaviour Management Policy, Staff and Community Code of Conduct.

2. Scope

This policy applies to all staff, students, and parents/carers of CTBC to provide an environment that is physically, emotionally, and intellectually safe for members of the CTBC community.

3. Policy Statement

No form of bullying will be tolerated at CTBC. Any bullying incident will be considered a severe breach of the CTBC behaviour standards and Codes of Conduct. All reported incidences of bullying will be investigated and acted upon. When disciplinary measures are required in response to the outcomes of an investigation, they will be in line with CTBC behaviour standards and Codes of Conduct.

4. Definitions, Terms & Acronyms

CTBC	Challenge Trade and Business College.
Bullying	An ongoing misuse of power in relationships through repeated verbal, physical and/or social behaviour that causes physical and/or psychological harm. It can involve an individual or a group misusing their power over one or more persons. Bullying can happen in person or online and can be obvious (overt) or hidden (covert). Key Features of Bullying:

- Bullying is intentional and is meant to cause hurt or distress to the other person.
- Aggression towards the person being bullied occurs repeatedly.
- It involves using power against a person who is usually unable to resist effectively.
- It usually occurs in familiar social groups.

What bullying is not:

- There are mutual arguments and disagreements (where there is no power imbalance), whether in person or online.
- Not liking someone or a single act of social rejection.
- A one-off act of meanness or spite.
- An isolated incident of aggression, intimidation, or violence.

While these behaviours would not be considered bullying (because they do not involve deliberate/repeated harm or a power imbalance), they need to be addressed the same way as other inappropriate student behaviours at the College.

Types of Bullying

Bullying is usually described by the behaviours involved or labelled by where the occurrence happened.

There are four types of bullying behaviours:

1. Physical bullying

Physical bullying includes hitting, kicking, tripping, pinching, pushing and/or damaging property. Physical bullying causes both short-term and long-term damage.

2. Verbal bullying

Verbal bullying includes name-calling, insults, teasing, intimidation, physical characteristics such as a person's weight or height, or other attributes including race, sexuality, culture, or religion.

3. Social bullying

Social bullying, sometimes called covert bullying, is often harder to recognise and can be carried out behind the bullied person's back. It is designed to harm someone's social reputation and/or cause humiliation. Social bullying includes:

- lying and/or spreading rumours
- hostile facial or physical gestures, menacing or contemptuous looks
- playing nasty jokes to embarrass and humiliate
- mimicking unkindly
- encouraging others to exclude someone socially
- damaging someone's social reputation or social acceptance.

4. Cyberbullying

Cyberbullying can be overt or covert bullying that uses digital technologies to harass, threaten, embarrass, or target another person. This type of bullying uses social media applications, instant messaging, texts, websites and other online platforms.

Cyberbullying can include:

- Abusive or hurtful texts, emails or posts, images or videos
- Deliberately excluding others online
- Nasty gossip or rumours
- Imitating others online or using their log-in

These behaviours can occur in person or online, directly or indirectly, overtly and covertly.

5. Setting – in-person and online

Bullying can happen in person or online settings.

Verbal, physical and social bullying can happen **in person**.

Verbal and social bullying can happen **online**, as can threats of physical bullying.

6. Means – direct and indirect

Bullying can be by direct or indirect means.

- **Direct bullying** occurs between the people involved.
- **Indirect bullying** primarily inflicts harm by damaging another's social reputation, peer relationships and self-esteem.

7. Visibility – overt and covert

Bullying can be easy to see, called overt, or hidden from those not directly involved, called covert.

- **Overt bullying** involves physical actions such as punching or kicking or observable verbal actions such as name-calling and insulting. Overt, direct and physical bullying is a typical depiction of bullying.
- **Covert bullying** can be almost impossible for people outside the interpersonal interaction to identify. Covert bullying can include repeatedly using hand gestures and weird or threatening looks, whispering, excluding or turning your back on a person, and restricting where a person can sit and/or talk to.

Covert social or verbal bullying can be subtle and sometimes denied by a person who claims they were joking or 'just having fun'.

5. References

Challenge Trade and Business College. (2023). *Student Behaviour Management*. Policy

Challenge Trade and Business College. (2023). *Community Code of Conduct*. Policy

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SECTION	1 – Student Learning and Welfare		
ITEM	Policy – Bullying Prevention	ITEM NO:	1.70
Policy Owner	Board		
Policy Owner: Approver:	College Principal		
First Approved:	01 March 2023		
Revision Cycle:	2 Years		
Revision Dates:			
Next Review:	01 March 2025		
Version:	V1.01032023		