

Avalon College

ANTI-BULLYING AND HARASSMENT POLICY

1. Purpose

Avalon College is committed to maintaining a safe, inclusive and respectful environment that is free from bullying and harassment. This policy:

- Defines unacceptable behaviours.
- Outlines preventive strategies.
- Establishes clear procedures for responding to incidents.

It aligns with:

- Ministerial Order No. 1359
- VRQA Minimum Standards
- Education and Training Reform Act 2006 (Vic)
- Equal Opportunity Act 2010 (Vic)
- Child Wellbeing and Safety Act 2005 (Vic)

2. Definitions

Bullying

Repeated verbal, physical, social or psychological aggression intended to cause harm, distress or fear. This includes direct actions (in-person or online) or indirect actions such as exclusion or spreading rumours.

Harassment

Unwelcome behaviour that targets an individual or group based on attributes such as race, gender, sexuality, disability or religion. It creates a hostile, offensive, intimidating or degrading environment.

Cyberbullying

Bullying or harassment carried out through digital technologies, including social media, messaging platforms, emails or other online channels to bully, harass or humiliate.

3. Policy Statement

Avalon College has a **zero-tolerance** approach to bullying and harassment. All members of the school community—including students, staff, volunteers and parents—share responsibility for fostering a respectful, inclusive and safe environment.

4. Responsibilities

Managing Director

- Final authority on policy implementation and disciplinary action.

Child Safety Officer

- Leads investigations and reporting.
- Coordinates support for student wellbeing.

Boarding and Teaching Staff

- Monitor student behaviour and interactions.
- Intervene in and report incidents immediately.
- Support affected students and manage incidents according to established procedures.
- Model respectful, inclusive conduct.

Students

- Treat others with respect, report bullying and follow expectations outlined in the **Student Code of Conduct (AC-WEL-001)**
- Avoid engaging in bullying or harassment.
- Report incidents either witnessed or experienced promptly to staff.
- Participate in programs that promote positive relationships and anti-bullying awareness.

Parents/Guardians

- Reinforce and uphold respectful behaviours and school rules.
- Support school in addressing bullying or harassment incidents involving their child.
- Notify the school immediately of any concerns or incidents of bullying or harassment.

5. Prevention Strategies

Avalon College takes a proactive approach to bullying prevention through:

- **Orientation programs** focused on bullying awareness and respectful relationships.
- **Regular wellbeing education** embedded in classroom programs.
- **Visual signage** and reminders placed throughout the school and boarding areas.
- **Clear behavioural expectations** and communication of consequences.
- **Annual staff training** and **ongoing student workshops** delivered by internal and external specialists.
- **Peer-support programs** and inclusive practices across the school community.

6. Reporting Procedures

Reports can be made by students, staff or parents:

- **Verbally or in writing** to the Child Safety Officer, boarding staff, classroom teachers or any trusted staff member.
- All incidents are **documented promptly on Orah**.
- **Confidentiality** is maintained throughout the reporting and investigation process.

7. Responding to Incidents

Avalon College follows a structured response protocol:

- Immediate documentation and reporting by staff.
- Thorough and confidential investigation ensuring procedural fairness.
- Tailored intervention, including:
 - Restorative practices
 - Counselling
 - Disciplinary action
 - External referrals if necessary
- Clear communication with parents/guardians involved, outlining actions taken.
- Ongoing follow-up to support student wellbeing and prevent recurrence.

8. Student Support and Follow-Up

Support measures include:

- Access to **counselling services** and **wellbeing checks**.
- **Academic support** and **pastoral care** as needed.
- Continued **monitoring and follow-up** to ensure resolution, reintegration and recovery.

9. Consequences of Breaches

Disciplinary action is based on the **severity and frequency** of the behaviour and may include:

- Counselling or mediation.
- Temporary loss of privileges.
- Detentions or behaviour contracts.
- Removal from social activities or excursions.
- Suspension (from school or boarding).
- Expulsion (for serious or repeated misconduct).

10. Record-Keeping

All reports, investigations, and outcomes are:

- **Recorded confidentially** on Orah by the Child Safety Officer.
- Maintained in accordance with **privacy laws** and **legislative requirements**.

11. Communication and Accessibility

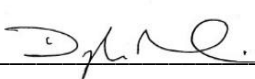
The policy is communicated through:

- Student and parent handbooks.
- The Avalon College website.
- Orientation programs for new students and their families.
- Annual parent information sessions and staff training events.

12. Review and Approval

This policy is reviewed **annually** or in response to legislative changes. All amendments are approved by the **Managing Director** of Avalon College.

Approved by: Avalon College Managing Director

Signature: 

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Approved By: Avalon College Managing Director