

Sawyers Bay School - Board of Trustees Prevention of Harassment Policy



Purpose

To uphold the right of all members of the school community to work and learn in an environment free from any kind of harassment, whether gender-specific, sexist, racist, homophobic, faith-based, or based on Learning Needs.

To have procedures that allow any member of the school community who believes they have cause for concern or complaint, to approach another person within the school in confidence, knowing that person has appropriate levels of skill and understanding, and that the concern will be settled in a confidential manner which is fair and humane.

Objectives

1 The Board adheres to the following definition of sexual harassment:

Sexual Harassment is defined as any verbal or physical act of a sexual nature which is unsolicited, unwelcome and offensive, or might reasonably be perceived by the complainant as being unwelcome, offensive, detrimental and/or persistent.

The behaviour includes unwelcome and deliberately physical conduct/contact; verbal comments or abuse; requests for contact or activities of a sexual nature, either overt or subtle, which may be accompanied by threats; the open display of sexist material.

The Board encourages the prevention of sexual harassment through promoting a non-sexist curriculum and role models.

The Board makes available detailed written procedural information for the guidance of members of the school community. (Guidelines, attached to this policy)

Effectiveness Review

1. This policy will be reviewed annually in accordance with the Board's self-review timetable.
2. The review process will include opportunity for involvement by interested parents/caregivers and staff, in addition to Board members. Previously developed survey formats may be used as part of this review.
3. Review results will be formally noted in Board meeting minutes, and available to the school community.

Annual Review & Confirmation process completed:

Signed.....
(Principal/BOT Chairperson)

Date

Guidelines

Instances of sexual harassment are dealt with at three levels:

SELF HELP

If an act of sexual harassment occurs the complainant immediately makes it clear to the offending person that their behaviour is unacceptable and offensive. This may be done face to face or in the presence of a third party chosen by the complainant.

INFORMAL INTERVENTION

If self-help is not possible, or the behaviour persists, the complainant approaches the school's E.E.O. Officer, Principal or Deputy Principal. The (EEO Officer) must:

- let the harasser(s) know about, and give explanation for, any allegations;
- involve all parties in a decision on a working solution;
- check independently with all parties that they feel comfortable with the solution;
- monitor progress to ensure the solution is working to everyone's satisfaction.

FORMAL COMPLAINT

If self-help and informal intervention have not worked or if the allegation is, in the complainant's view, sufficiently serious to warrant formal disciplinary action, the complainant submits a written detailed complaint to the E.E.O. Officer, Principal or Deputy Principal, who investigates the complaint and takes the appropriate disciplinary action.

Provision of guidance for children

As part of the school's ongoing Health education programme, children are taught about talking to an adult they feel safe with, eg teacher, parent or caregiver.

The school has made provision for the support and guidance of children through outside agencies eg Public Health Nurse, GSE, Department of Child Youth & Family.