

HANDS OFF, BULLYING AND HARASSMENT POLICY

(Incorporating Racial Discrimination and Sexual Harassment)

Review – 21 May 2026



POLICY

St Peter Claver College has a responsibility and commitment to provide an educational and physical environment that promote the dignity and respect of every person. As a consequence, the College commits to a process from this policy to eliminate bullying and harassment in all forms through the Gospel imperatives that form the foundation of the College. St Peter Claver College is a 'hands off' school. Students who breach this expectation of non-violence will have their behaviours dealt with emphatically through behaviour management procedures.

VISION

St Peter Claver College, Riverview is collaboratively engaged with the Catholic community, charitable organisations and individuals in the educational ministry of the Church in the Archdiocese of Brisbane and is called to:

Teach

We promote faith in Jesus Christ, teaching and learning about Jesus, the Gospel and the faith of the Catholic Christian community. Learning is lifelong, life-giving and engages the whole person.

Challenge

Inspired by the Holy Spirit, we challenge those we educate to live in communion with God, others and the whole of creation in prayerful, sacramental, just, peaceful, inclusive and reconciling communities.

Transform

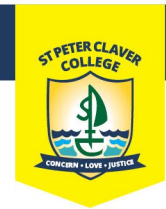
We educate for a transformed world in communion, by nurturing the gifts and potential of each person, enacting shared leadership, and exercising a preferential option for the poor and marginalised.

St Peter Claver College policies reflect its founding charisms and are based on the values of Concern, Love and Justice.

PURPOSE

Schools administered by Brisbane Catholic Education share the vision and hold a common purpose, committed to being safe and nurturing communities of care where the rights and dignity of all children and young people are upheld and protected. (Brisbane Archdiocese. Catholic Education Council. 2018).





Student protection and wellbeing are paramount at St Peter Claver College. Our commitment to the protection of students is based in our belief that each person is made in the image of God, and our ethos is to provide a safe and supportive environment for all. All students have the right to expect that the school will always act to protect them from any kind of harm.

Staff have a responsibility to address bullying and harassment complaints with the goal of changing the attitudes and behaviour of those who engage in bullying.

Support and positive intervention will be provided to all parties involved in bullying and harassment incidents.

The College adopts and adheres to peace and care in all relationships and does not support, condone or endure violence in bullying and harassment behaviours in any context.

EXPECTATIONS

This Bullying and Harassment Policy has been endorsed by the Board of St Peter Claver to ensure that it:

- Reflects the values of Brisbane Catholic Education.
- Reflects the values and beliefs of the College that bullying, harassment and all violent behaviours, in action, word, media or in any context will result in a reconsideration of the perpetrators position in the College.
- Consequences are informed through the Brisbane Catholic Education 'Student Behaviour Support - Guidelines, Regulations and Procedures' and the 'Catholic Education Archdiocese of Brisbane - Code of Conduct'.

SCOPE

The following consequences arise from the Bullying and Harassment Policy and determine its scope of practical expression:

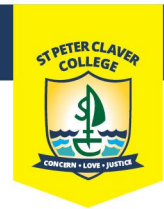
- For students, the implementation of the policy is under the supervision of the Assistant Principal Pastoral who determines, in conjunction with the relevant Pastoral Leaders, how the policy is maintained and enacted throughout the College.
- For students:

Procedures for Dealing with Bullies and Harassment:

Teachers dealing with a complaint arising out of bullying or harassment will follow a conflict resolution procedure which has three main steps:

1. The perpetrator should be asked to stop the behaviour. This may also result in a referral to the Responsible Thinking Centre in accordance with 'Responsible Thinking Process - Automatic Referrals as described in the Responsible Thinking Process (Procedures – 2019). The incident will be recorded and possibly a Pastoral Care Tutorial will be undertaken.
2. If this is not successful in gaining the required policy outcome, a formal complaint should be made by the victim to a trusted member of staff or their Pastoral Leader. A formal warning will be given to the perpetrator by the Pastoral Leader and the student may be issued a suspension for a suitable time and have to negotiate a re-entry into the College.





3. If the matter remains unresolved, continues, or is of a high level of violence and/or trauma, parents will be contacted, and the student will be dealt with at the discretion of the Principal or Principal's delegate.

Consequences may be imposed at any of the three stages and parents may be contacted earlier, depending on the nature and seriousness of the offence. Consequences are informed through the Brisbane Catholic Education 'Student Behaviour Support - Guidelines, Regulations and Procedures'.

Definitions

Bullying

Bullying is an ongoing and deliberate misuse of power in relationships through repeated verbal, physical and/or social behaviour that intends to cause physical, social and/or psychological harm. It can involve an individual or a group misusing their power, or perceived power, over one or more persons who feel unable to stop it from happening.

Bullying can happen in person or online, via various digital platforms and devices and it can be obvious (overt) or hidden (covert). Bullying behaviour is repeated, or has the potential to be repeated, over time (for example, through sharing of digital records).

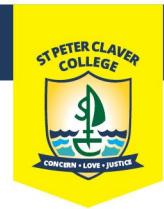
Bullying of any form or for any reason can have immediate, medium and long-term effects on those involved, including bystanders. Single incidents and conflict or fights between equals, whether in person or online, are not defined as bullying. (Bullying No Way! 2019. <https://bullyingnoway.gov.au/WhatIsBullying/DefinitionOfBullying>)

Examples of Bullying

Bullying and Harassment occurs when a person:

- Is called names.
- Is picked on.
- Has rumours spread about them.
- Is threatened by one person or a group.
- Is excluded by one person or a group.
- Is excluded from the group.
- Is sent hurtful notes/emails/texts/messages.
- Has property hidden, damaged, broken, vandalised or stolen.
- Is continually and deliberately ignored.
- Is teased in an unkind way.
- Has graffiti written about them on desks, books, diaries, or toilet walls.
- Is singled out for unfair treatment.
- Is ridiculed or put down in class.
- Uses his/her physical size or strength to intimidate.
- Has rude signs made to them.
- Is hit or pushed around.
- Is blackmailed.
- Demands money or possessions from others.





- Invades another's space.
- Is subject to abusive contact and/or gossip through electronic media and social networking sites.

Harassment - Sex-based and Racist

St Peter Claver College is committed to a policy of equal employment opportunity for its teachers and equal educational opportunity for all of its students. The College recognises that sex-based and racial harassment can deny equality of opportunity and can result in offensive and stressful work or learning environments. Sex-based and racist harassment is therefore unacceptable, and the College is committed to providing an environment that is harassment free.

What is Sex-Based Harassment?

Sex-based harassment is a form of discrimination based on sex. It involves verbal or physical conduct of a sexist or sexual nature which is uninvited, unwelcome, intimidating and/or offensive. It is, in addition to being unlawful, a serious breach of proper standards of conduct and professional behaviour.

There are two main forms of sex-based harassment:

1. Sexist harassment which includes behaviour such as:
 - Suggestive remarks, innuendo or verbal abuse.
 - Demeaning comments or jokes that reinforce the gender role stereotypes.
 - Displays of offensive pictures or jokes.
 - Obscene gestures.
 - Unwelcome telephone calls/texts/emails/messages.
2. Sexual harassment which includes an element of coercion and persistence by someone able to threaten or confer favours on the recipient of the sexual advances such as:
 - Unwelcome and uninvited physical contact.
 - Subtle pressure for sexual activity.
 - Demand for sexual activity accompanied by implied or overt promises of preferential treatment.

Racist Harassment

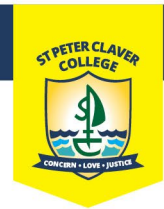
The Human Rights Commission provides some practical definitions and examples of unacceptable racial discrimination:

Racial discrimination involves treating a person of a race, colour, descent, national or ethnic origin less favourably than another person. This can occur regardless of the perpetrator's motive and whether s/he is aware of the discrimination or considers the treatment less favourable.

Indirect discrimination occurs when a practice or policy appears to be fair because it treats everyone in the same way, but in effect it disadvantages a higher proportion of people from one racial or ethnic group and is not reasonable in the circumstances.

An act of **racial hatred** is a public act which is reasonably likely, in all the circumstances, to offend, insult, humiliate or intimidate and which is done because of the race, colour or national or ethnic origin of the person. Acts of racial hatred can also be described as racial vilification or racial harassment.





APPENDIX A

Code of Conduct on College Buses

Travel on the College buses is conditional on certain factors. These are that students always present their ID to embark and disembark and that behaviour is reflective of that expected in the College.

All behaviour on College buses should reflect all the general expectations placed upon students when in the College grounds.

When on College buses students should:

- Line up in a respectful manner to board the bus. There should be no pushing or shoving.
- Present the bus pass or ticket when boarding the bus.
- Not consume food or drink whilst on the bus.
- Not harass, bully other students.
- Act in a respectful manner towards everyone on the bus at all times.
- Speak in a respectful manner when addressing the bus driver or other students while on the bus.
- Be speaking quietly and remain in their seat for the duration of the trip.
- Not distract the driver.
- Not stop or stall others from disembarking at their stop.
- Sit where they are instructed to by the driver, if necessary.
- Always follow lawful instructions from the driver.
- Not throw objects around the bus or outside from the bus.
- Should only sit on the seats – no feet or kneeling on them.
- Always wear a seatbelt where provided.
- Not be using a mobile phone or other device to take photos.
- Should not have any portion of their body protrude the bus.
- Not interfere with the controls or safety equipment on the bus.
- Not damage the bus in anyway.
- Not spray aerosols on the bus.

All general school rules apply to the carriage of students on school buses. Should students fail to follow these rules then appropriate disciplinary actions will be taken which may include the suspension of bus travel.

