BULLYING PREVENTION POLICY

Proprietor	Global Village Learning Ltd (ABN 52 090 773 470)
School	Global Village Learning, New Gisborne Campus
Policy owner	Board of Directors
Responsible officer	Executive Director, with Campus Lead for day-to-day implementation
Date adopted	30 August 2024 (reviewed October 2026)
Review cycle	Every two years
Next review	March 2028
Regulatory context	Ministerial Order No. 1359 (clauses 7, 11); Education and Training Reform Act 2006 (Vic); Occupational Health and Safety Act 2004 (Vic)

1. Purpose

Global Village Learning is committed to providing a safe and respectful learning environment where bullying will not be tolerated.

The purpose of this Policy is to:

- explain the definition of bullying so that there is a shared understanding amongst all members of the Global Village Learning community
- make clear that no form of bullying at Global Village Learning will be tolerated
- identify that Global Village Learning has established programs and pastoral care to support school-wide positive behaviours in order to build a positive school culture and prevent bullying behaviour
- ask that everyone in our school community be alert to signs and evidence of bullying behaviour, and accept responsibility to report bullying behaviour to Guides
- ensure that all reported incidents of bullying are appropriately investigated and addressed
- ensure that support is provided to young people who may be affected by bullying behaviour, including targets, bystanders and young people engaging in bullying behaviour
- seek parental and peer group support in addressing and preventing bullying behaviour at Global Village Learning.

When responding to bullying behaviour, Global Village Learning aims to:

- be proportionate, consistent and responsive
- find a constructive solution for everyone
- stop the bullying from happening again
- restore the relationships between the young people involved.

Global Village Learning acknowledges that Guides owe a duty of care to young people to take reasonable steps to reduce the risk of reasonably foreseeable harm, which can include harm that may be caused by bullying behaviour.

2. Scope

This Policy addresses how Global Village Learning aims to prevent, address and respond to young person bullying behaviour. Global Village Learning recognises that there are many other types of inappropriate young person behaviours that do not meet the definition of bullying which are also unacceptable at our school. These other inappropriate behaviours will be managed in

accordance with our Young Person Wellbeing and Engagement Policy and Gender and Diversity Policy.

This Policy applies to all school activities, including camps and excursions.

3. Definitions

3.1 Bullying

In 2018 the Education Council of the Council of Australian Governments endorsed the following definition of bullying for use by all Australian schools:

Bullying is an ongoing and deliberate misuse of power in relationships through repeated verbal, physical and social behaviour that intends to cause physical, social 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 has three main features:

- it involves a misuse of power in a relationship
- it is ongoing and repeated
- it involves behaviours that can cause harm.

Bullying can be:

- direct physical bullying: for example, hitting, tripping, pushing or damaging property
- direct verbal bullying: for example, name calling, insults, homophobic or racist remarks, verbal abuse
- indirect bullying: for example, spreading rumours, playing nasty jokes to embarrass and humiliate, mimicking, encouraging others to socially exclude a person, or damaging a person's social reputation or social acceptance.

Cyberbullying is direct or indirect bullying behaviour using digital technology. For example, via a mobile device, computers, chat rooms, email or social media. It can be verbal, written and can include images, video or audio.

3.2 Other distressing and inappropriate behaviours

Many distressing and inappropriate behaviours may not constitute bullying even though they are unpleasant. Young people who are involved in or who witness any distressing and inappropriate behaviours should report their concerns to Guides and our school will follow the Young Person Wellbeing and Engagement Policy.

Mutual conflict involves an argument or disagreement between people with no imbalance of power. Unresolved mutual conflict can develop into bullying if one of the parties targets the other repeatedly in retaliation.

Social rejection or dislike is not bullying unless it involves deliberate and repeated attempts to cause distress, exclude or create dislike by others.

Single-episode acts of nastiness or physical aggression are not the same as bullying. However, single episodes of nastiness or physical aggression are not acceptable behaviours at our school and may have serious consequences for young people engaging in this behaviour.

Harassment is language or actions that are demeaning, offensive or intimidating to a person. Harassment of any kind will not be tolerated at Global Village Learning.

4. Policy

Global Village Learning has a number of programs and strategies in place to build a positive and inclusive school culture. We strive to foster a school culture that prevents bullying behaviour by modelling and encouraging behaviour that demonstrates acceptance, kindness and respect.

Bullying prevention at Global Village Learning is proactive and supported by research that indicates that a whole-school, multifaceted approach is the most effective way to prevent and address bullying. At our school:

- we have a positive school environment that provides safety, security and support for young people and promotes positive relationships and wellbeing
- we strive to build strong partnerships between the school, families and the broader community so that all members work together to ensure the safety of young people
- Guides are encouraged to incorporate learning space management strategies that discourage bullying and promote positive behaviour
- a range of hub-level incursions and programs are planned each year to raise awareness about bullying and its impacts
- in the learning space, our social and emotional learning curriculum teaches young people what constitutes bullying and how to respond to bullying behaviour assertively. This promotes resilience, assertiveness, conflict resolution and problem solving
- young people are encouraged to look out for each other and to talk to Guides and older peers about any bullying they have experienced or witnessed.

5. Incident response

Bullying complaints will be taken seriously and responded to sensitively at our school.

Young people who may be experiencing bullying behaviour, or young people who have witnessed bullying behaviour, are encouraged to report their concerns to Guides as soon as possible.

Our ability to effectively reduce and eliminate bullying behaviour is greatly affected by young people, parents and carers reporting concerning behaviour as soon as possible, so that the responses implemented by Global Village Learning are timely and appropriate in the circumstances.

We encourage young people to speak to their Hub Lead or a trusted Guide. However, young people are welcome to discuss their concerns with any trusted Guide, including wellbeing or education support Guides.

Parents or carers who develop concerns that their young person is involved in, or has witnessed, bullying behaviour at Global Village Learning should contact the relevant Hub Lead.

6. Investigations

When notified of alleged bullying behaviour, Guides are required to record the details of the allegations and inform the relevant Guide.

The Guide is responsible for investigating allegations of bullying in a timely and sensitive manner. To appropriately investigate an allegation of bullying, the Guide may:

- speak to those involved in the allegations, including the target or targets, the young people allegedly engaging in bullying behaviour, and any witnesses to the incidents
- speak to the parents of the young people involved
- speak to the Guides of the young people involved

- take detailed notes of all discussions for future reference
- obtain written statements from all or any of the above.

Investigations will be completed as quickly as possible to allow for the behaviours to be addressed in a timely manner. Serious bullying, including serious cyberbullying, is a criminal offence and may be referred to Victoria Police.

7. Responses to bullying behaviours

When the Hub Lead (or supporting Guide) has sufficient information to understand the circumstances of the alleged bullying and the young people involved, various strategies may be implemented to address the behaviour and support affected young people in consultation with the Wellbeing Team, Guides and the Executive Director.

The Hub Lead (or supporting Guide) may implement all, or some, of the following responses:

- offer counselling support to the target young person or young people, including referral to the Wellbeing Team
- offer counselling support to the young people engaging in bullying behaviour, including referral to the Wellbeing Team
- facilitate a Restorative Practice meeting with all or some of the young people involved
- facilitate a mediation meeting between some or all of the young people involved
- implement a Method of Shared Concern process with all young people involved in the bullying
- apply the Strengthening process where the target is supported to develop skills in response, resilience and action
- facilitate a Young Person Support Group meeting or Behaviour Support Plan for affected young people
- prepare a Safety Plan restricting contact between target and young people engaging in bullying behaviour
- provide discussion and mentoring for different social and emotional learning competencies of the young people involved, including external programs
- monitor the behaviour of the young people involved for an appropriate time and take follow-up action if necessary
- implement hub-level targeted strategies to reinforce positive behaviours
- implement disciplinary consequences for the young people engaging in bullying behaviour, which may include removal of privileges, suspension or expulsion consistent with our Young Person Wellbeing and Engagement Policy and the Suspension and Expulsion Policy.

8. Evaluation

This Policy will be reviewed at the scheduled review date or earlier as required, following analysis of school data on reported incidents of, and responses to, bullying to ensure that the Policy remains up to date, practical and effective.

Data will be collected through regular young person discussions and assessment of other school-based data, including the number of reported incidents of bullying in each hub and the effectiveness of the responses implemented.

Proposed amendments to this Policy will be discussed with young person representative groups and the school board.

9. Communication

This Policy is communicated to our school community in the following ways:

- provided to Guides at induction and included in the Guide handbook
- discussed at Guide meetings and briefings as required
- made available publicly on the school website
- included as an annual reference in the school newsletter
- made available in hard copy from school administration upon request.

10. Related policies

- Child Safety and Wellbeing Policy
- Child Safety Code of Conduct
- Young Person Wellbeing and Engagement Policy
- Supervision and Duty of Care Policy
- Gender and Diversity Policy
- Digital Learning Policy
- Complaints and Grievance Policy.

Endorsement

Endorsement by Board	28 October 2026
Review date	October 2026
Next review date	March 2028