



# PREVENTION AND ELIMINATION OF ABUSE, BULLYING AND HARASSMENT

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**Scope:** This policy applies to all Catholic schools, colleges, kindergartens and outside school hours care centres conducted by Catholic Education - Diocese of Rockhampton (referred to as Catholic Education in the document).

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## 1. POLICY STATEMENT

Abuse, bullying and harassment, including sexual abuse and harassment, are unacceptable forms of behaviour within Catholic schools, colleges and services (hereafter referred to as Catholic schools) in the Diocese of Rockhampton.

## 2. DESCRIPTION

Catholic Education - Diocese of Rockhampton is an organisation that promotes the dignity and fair treatment of all. Abuse, bullying and harassment, including sexual abuse and harassment, have no place within this organisation.

Abuse is any form of mistreatment or lack of care, both physical and mental, that causes damage to a person's physical or mental health and endangers the person in any way. This includes physical abuse, neglect, emotional abuse and sexual abuse.

Bullying is repeated verbal, physical, social or psychological behaviour that is harmful and involves the misuse of power by an individual or group towards one or more persons. This includes cyber bullying, which is bullying through the use of information and communication technologies.

Sexual harassment is an unwelcome sexual advance, unwelcome request for sexual favours or other unwelcome conduct of a sexual nature which makes a person feel offended, humiliated or intimidated, where a reasonable person would anticipate that reaction in the circumstances.

Various legislative requirements, including those relating to operating workplaces and student protection, necessitate a proactive approach to the prevention and elimination of abuse, bullying and harassment within Catholic Education.

### 3. IMPLEMENTATION ISSUES

1. This policy is broad and applies to a vast range of contexts and circumstances. This policy overlaps in application with many other more specific policies, procedures and codes of conduct implemented by Catholic Education (for example Anti-Bullying Policy, Procedures for the Prevention and Elimination of Sexual Harassment and Bullying, Student Protection Policy, Workplace Health and Safety Policy). Where and to the extent a more specific document relates to the circumstances or context in which abusive, bullying or harassing behaviour may occur, then the more specific document is to be applied.
2. In the event of any inconsistency between this and another policy, which more specifically relates to the circumstances or context in which abusive, bullying or harassing behaviour may occur, then the more specific policy prevails.
3. Catholic Education has the responsibility to ensure that appropriate guidelines and procedures are developed to address the risk of abuse, bullying and harassment in all schools, colleges and workplaces.
4. The Principals of schools, colleges and services and those in charge of Catholic Education workplaces are responsible for implementing such guidelines and procedures including induction of employees and informing communities.
5. Principals and Workplace Managers will be provided with appropriate guidance and support.
6. In the event a person is concerned about an incident or risk of incident involving abuse, bullying or harassment and requires assistance to identify applicable policies, procedures, codes or reporting mechanism, guidance is available by contacting the relevant Assistant Director: Schools.

### 4. REFLECTION MATERIAL

#### CATHOLIC EDUCATION POLICIES AND DOCUMENTS

- [Student Protection \(2015/01\)](#)
- [Student Protection Processes and Student Protection Guidelines 2017](#)
- [Integrity in Relationships Brochure 2013](#)
- [Student Protection Brochure 2013](#)
- [Code of Conduct for Staff in Catholic Schools](#)
- [Anti-Bullying \(2013/07\)](#)
- [Information and Communication Technologies \(2014-08\)](#)
- [Privacy \(2014/04\)](#)
- Catholic Education Office Diocese of Rockhampton (2009) *Sexual Harassment and Bullying: Procedures and Guidelines for Prevention and Elimination*

#### LEGISLATION

- [Anti-Discrimination Act 1991 \(Queensland\)](#)
- [Work Health and Safety Act \(Queensland\) 2011](#)
- [Work Health and Safety \(Code of Practice\) Notice 2011](#)
- [Work Health and Safety Regulation 2011](#)
- [Sex Discrimination Act 1984 Commonwealth](#)



## WEBSITES

- <http://www.danielmorcombe.com.au/educational-resources.html>

## RESOURCES

- Royal Commission into Institutional Responses to Child Sexual Abuse (2016) [\*Creating Child Safe Institutions\*](#)
- Queensland Division of Workplace Health and Safety (1999) *Workplace Bullying – An Employer’s Guide*, Brisbane
- IUA-Q&NT Member Guide *How to deal with Workplace Harassment*
- <https://www.oaic.gov.au/privacy-law/privacy-act/australian-privacy-principles>
- <http://www.pandf.org.au/strengthening-family-and-community-engagement-in-student-learning>
- [Daniel Morcombe Curriculum](#)
- [Student Well-being hub](#)
- [Blue Card Services – Child and youth risk management strategies](#)
- [National Safe Schools Framework](#)
- [Office of the Australian Information Commissioner](#)
- [Work Cover Qld](#)