

## **Bullying, Harassment, Discrimination, and Antisemitism Policy**

Document Number:	OS1.7.01.01
Approval Date:	March 2026
Review Date:	June 2027
Legislation:	Outcome Standards for RTOs, Standard 1.7

### **Purpose and Scope**

This Policy sets out how Sacred Heart International College manages bullying and harassment and antisemitism.

This Policy applies to all staff, students, contractors or visitors at Sacred Heart International College.

### **Definitions**

#### **Bullying**

Bullying means repeated and unreasonable behaviour directed towards a person or a group of people that creates a risk to health and safety. The act of Bullying causes the recipient/s a sense of intimidation, fear, offence and/or humiliation, irrespective of the intention of the person/people committing the Bullying.

Bullying can include a range of behaviours over time. Bullying can be carried out verbally, physically or in writing (for example, via email, internet chat rooms, instant messaging, social media and mobile phone technologies such as text messaging and messaging apps).

Examples of what would be considered Bullying includes, but is not limited to:

- Intimidation;
- Threats or threatening remarks or gestures;
- Verbal abuse, including yelling, screaming or offensive language;
- Excluding or isolating people from workplace or teaching activities;
- Constant unreasonable and unconstructive criticism;
- Deliberately excluding, isolating or alienating someone;
- Placing unreasonably high work or academic demands on one person but not others;
- Undermining responsibility;
- Withholding information essential to do a task properly;
- Spreading malicious rumours;
- Cyber bullying;
- Physical violence or abuse;
- Interfering with personal property or work equipment

## **Discrimination**

Discrimination means when a person or group of people are treated differently or unfairly because they belong to a particular group with particular characteristics. In Australia it is unlawful to discriminate on the basis of the following characteristics:

- Age
- Disability
- Industrial activity
- Employment activity
- Marital status
- Physical features
- Political belief or activity
- Gender identity
- Religious belief or activity
- Pregnancy
- Irrelevant criminal record
- Breast feeding
- Sex
- Sexual orientation
- Social origin
- Parental status or status as a carer
- Race (including colour, nationality, ethnicity and ethnic origin)
- Personal association (whether as a relative or otherwise) with a person who is identified by reference to any of the previous attributes

Examples of what would be considered Discrimination includes, but is not limited to:

- Treating someone differently because of their sexual orientation;
- Giving a student a higher mark because their parents are influential political figures;
- Not promoting a staff member because they may be pregnant or breastfeeding;
- Stereotyping, belittling or treating someone differently because of their ethnic background;
- Making fun of someone due to a physical attribute or disability;
- Giving a larger workload to someone because they are single.

## **Harassment**

Harassment means unwelcomed, unsolicited or unreciprocated behaviour which makes a person feel sexualised, intimidated, offended, or belittled. Harassment is a form of unlawful discrimination. Harassment based on sex, race, or disability is also unlawful under Commonwealth laws and harassment such as physical assault can be a criminal offence.

Examples of what would be considered Harassment, incorporating sexual harassment, includes, but is not limited to:

- Uninvited and unreciprocated physical contact;
- Persistent following (stalking);
- Persistent verbal abuse or threats;
- Persistently disrupting someone's work, work space, equipment or interfering with their personal property;
- Jokes, derogatory or dismissive comments;
- Gestures that are insulting or belittling;
- Circulating, displaying written or pictorial material that is offensive or belittling;
- Sexual jokes, offensive telephone calls and email messages, displays of obscene or pornographic photographs, pictures, posters, screen savers and internet sites, reading matter or objects;
- Suggestive looks implying a sexual interest;
- Sexual propositions or persistent requests for dates;
- Making promises or threats in return for sexual favours;
- Unwelcome or improper remarks or insinuations about a person's sex life or private life;
- Suggestive comments about a person's appearance or body;
- Leering, wolf whistles, catcalls, obscene gesture;
- Indecent exposure;
- Requests for sex;
- Sexually explicit conversation, insults, taunting or comments.

### **Antisemitism**

Antisemitism is discrimination, prejudice, harassment, exclusion, vilification, intimidation or violence that impedes Jews' ability to participate as equals in educational, political, religious, cultural, economic or social life. It can manifest in a range of ways including negative, dehumanising, or stereotypical narratives about Jews. Further, it includes hate speech, epithets, caricatures, stereotypes, tropes, Holocaust denial, and antisemitic symbols. Targeting Jews based on their Jewish identities alone is discriminatory and antisemitic. Criticism of the policies and practices of the Israeli government or state is not in and of itself antisemitic.

### **Obligations and Responsibilities**

All staff, students, contractors or visitors at Sacred Heart International College have a right to an environment free from Bullying, Harassment, Discrimination or Antisemitism while engaging in their work or academic endeavours.

Sacred Heart International College does not condone or accept any form of Bullying, Harassment, Discrimination or Antisemitism. Any allegations of Bullying, Harassment, Discrimination or Antisemitism will be investigated and the appropriate action taken.

This Policy outlines how Sacred Heart International College will uphold its responsibility to students, staff contractors and visitors to ensure that they are not subject to any form of Bullying, Harassment, Discrimination or Antisemitism. The Policy also outlines how

## **Reporting, Investigations and Outcomes**

Any person who believes that they have been subject to Bullying, Harassment, Discrimination or Antisemitism should report this directly to the College by one of the following:

- Lodging an official complaint using the College's Complaints and Appeals Form
- Providing feedback using the College's Feedback form
- Directly contacting the College via email, phone or in person.

All reported allegations of Bullying, Harassment or Discrimination will be investigated by the CEO or their delegate.

Sacred Heart International College will treat all reported allegations of Bullying, Harassment, Discrimination or Antisemitism seriously and impartially. The consequence of breaching this Policy will depend on the seriousness of the case. Outcomes may include, but are not restricted to the following:

- Action to redress the breach of this Policy;
- Requiring an apology to the affected person or persons;
- Providing mediation between the parties, if both parties agree to mediation process and to the mediator;
- Providing targeted training regarding prevention of unacceptable behaviours;
- Offering support to the person making the complaint;
- Offering support to the person against whom the complaint is made;
- Disciplinary action, up to and including dismissal of a staff member or cancellation of the enrolment of a student found in breach of this Policy.