

HARASSMENT, DISCRIMINATION & ANTI BULLYING POLICY

Purpose

The purpose of this policy is to ensure all Zeal Futures Secondary School staff and students are made aware of their rights and responsibilities with regards to the issue of harassment, bullying and violence.

This policy relates to all Zeal Futures Secondary School staff and students.

Document Owner

General Manager – Zeal Futures Learning

Policy

It is the policy of Zeal Futures Secondary School to ensure all students feel safe at school, and the school is a safe place where they can learn in a supportive environment. This means all students and staff must respect and accept that people have different beliefs, values and backgrounds.

All school students will be made aware of their rights and responsibilities with regards to the issue of harassment, bullying and violence and they are asked to sign to say they understand that under the 1977 Anti-Discrimination Act it is against the law to harass any other person in relation to their age, race, sexuality, culture, religion, marital status, or gender, appearance or disabilities.

Insults and harassment related to these attributes are a form of bullying and harassment and will be managed in the same way as physical violence. This applies to both the classroom, the school grounds, and where applicable, off-site areas.

Students are made aware all staff at Zeal Futures Secondary School take any form of harassment and bullying behaviour very seriously and that they, the student, have every right to feel safe and supported in our School environment, therefore coming forward with any concerns they may have around these issues, either for themselves or for another student, is considered by the staff as being a positive decision and one that will be listened to and actioned on if deemed appropriate.

Staff must take any observations they make, or disclosures they hear of bullying and harassment seriously and must document (utilising the Sentral™ database), any information they receive regarding bullying or harassment occurring within the cohort and bring this information to the Zeal Futures Secondary School Head of Campus for discussion and follow-up.

In the case of one off, 'heat of the moment' instances of a student insulting and harassing another student about any issues, they will be given the choice to apologise immediately or leave the area until they have regained composure and are displaying acceptable behaviours. They cannot return to the classroom until they have discussed the matter with the Zeal Futures Secondary School Principal or Head of Campus (whomever is deemed most appropriate at the time).

Should this behaviour continue, the student will be placed on a mutual respect contract and may find themselves at risk of having their placement at Zeal Futures Secondary School suspended or withdrawn.

In the case where a student is being severely harassed, be this in or outside of school property, and after investigation if there is serious concern for safety, welfare and wellbeing of the student being harassed/bullied, the placement of those students involving themselves in such bullying & harassing activities may be withdrawn.

Types and means of harassment/bullying responded to:

1. Any harassment strategies, including;
 - a. the use of telephone communication or text messages and/or any use of social media for the purposes of intimidating, ridiculing, insulting and/or treating others inside or outside of school hours.
2. Any intimidation tactics, this may include;
 - a. staring or giving 'filthy' looks, being obstructive, willfully invading personal space, laughing at or whispering about others to gain a reaction, or any other behaviour which may display surreptitious intimidating behaviour.
3. Any harassment strategies such as students speaking about one another to any other student or teacher in any derogatory manner. This includes;
 - a. discussing private lives, social lives, medical status, any name calling, assumptions, rumours, or anything else which may be classed as offensive.
4. Any harassment strategies which may include;
 - a. students encouraging, permitting or instructing any of their friends or classmates to engage in any negative behaviour, language, or attitude towards another party, including the deliberate exclusion of a student or students from activities.

Types of interventions available, (but not limited to):

1. Face to face apologies are always encouraged where appropriate (minor, 'heat of the moment' insults and frustrations).
2. Mediation sessions if both/all parties agree (larger misunderstandings requiring more discussion and negotiation but may not require a full contract)
3. Mutual respect contracts which assist all parties to understand their boundaries with regards to interacting in a small environment and working side by side in a professional manner without needing to 'like' each other. Note: A full contract requiring both/all parties to behave as though the others do not exist unless they must interact as part of a class and then only in a respectful and polite manner, but most importantly the contract outlines each party may not encourage or instruct anyone else, friends of family, to participate in any ongoing negative behaviour, they will be held responsible should this eventuate.

Many students attending Zeal Futures Secondary School may be doing so because they left a mainstream school environment where bullying and harassment were significant issues for them. Considering this, the culture of the School will aim to be one of acceptance and celebration of diversity, and as a minimum, must promote a culture of acceptance and tolerance.

All interactions and notes around any student transactions must be recorded in the school's secure electronic database.

Related Documents

- Discipline Policy (POL013)
- Student Code of Conduct (POL014)
- Complaints Policy and Procedure (POL016)
- Child Protection Policy (POL012)
- Student Supervision Policy (POL017)
- Education Act NSW (1990)
- Education Regulation NSW (2017)
- NSW Registered and Accredited Individual Non-government Schools Manual NSW Education Standards Authority September 2023
- NSW Anti-Bullying Framework (2026)

Approved by Zeal Futures Learning Board of Directors on: 23rd February 2026

All applicable legislative requirements have been thoroughly reviewed and integrated into the development of this policy. These legal provisions are systematically reassessed and incorporated during each policy review to ensure ongoing compliance.

Document History

Version	Prepared By	Approved By	Date	Description
1.0	D. Laarkamp	Board of Directors	23.02.2026	Initial creation