

**PREVENTING AND RESPONDING
TO BULLYING POLICY**

Policy number	GO 13
Subject	Preventing and Responding to Bulling
Policy	<p>Girl Guides Victoria is committed to ensuring that members and volunteers involved in Guiding are not exposed to the health and safety risks arising from bullying.</p> <p>This policy explains what bullying is, the standard of behaviour expected from all individuals involved with Girl Guides Victoria and how incidents of bullying are to be responded to.</p> <p>This policy applies to all members and volunteers of Girl Guides Victoria.</p>
Principles	<p>Girls Guides Victoria will ensure that members and volunteers understand what bullying is and what it is not</p> <p>Girl Guides Victoria will clearly identify the standard of behaviour expected from members and volunteers and will, as far as reasonably practicable, create a culture where bullying is not tolerated.</p> <p>Girl Guides Victoria will ensure that members and volunteers understand how incidents of bullying are to be responded to.</p>
Procedure	<p>1. What is Bullying Bullying is behaviour that is directed towards one or more persons that is unwelcome, unsolicited and which a reasonable person, having regard to the circumstances, would see as victimising, humiliating, undermining or threatening.</p> <p><u>Cyber Bullying</u> It is important to understand that bullying does not have to occur face-to-face. Conduct that meets the definition above will amount to bullying when it occurs over the internet, through interactive and digital technologies or via mobile phones.</p> <p><u>Examples of Bullying</u> Bullying can involve many different forms of unreasonable behaviour, which can be obvious (overt) or subtle (covert).</p>

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	<p>Overt bullying is generally easier to spot and is often referred to as face-to-face bullying. Examples include, but are not limited to:</p> <ul style="list-style-type: none"> • Abusive, insulting or offensive language • Name calling • Inappropriate comments • Yelling or shouting at somebody • Displaying offensive material • Teasing or regularly making someone the brunt of pranks or practical jokes • Interfering with a person’s personal property • Physical aggression <p>Covert bullying is a more subtle, often hidden form of behavior. It involves the intentional manipulation of relationships leading to social exclusion.¹ Examples include, but are not limited to:²</p> <ul style="list-style-type: none"> • Deliberately ignoring or excluding somebody, often via social media • Passing on insults about somebody • Spreading rumours or gossip about somebody, • Making false allegations • Texting or posting embarrassing images or malicious text <p>Harassment and discrimination may constitute bullying. These kinds of behaviors are addressed separately under GO 54 – Valuing Diversity</p> <p>2. What is not bullying</p> <p>Generally, a difference of opinion will not amount to bullying. However it may escalate to bullying.</p> <p>Social dislike is also not automatically bullying. However, if a person is regularly excluded and told why (e.g. “nobody likes you”) then the behavior will become bullying.</p>
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¹ (Crick & Grotpeter, 1995)

² (Cross et al, 2009; Bjorkqvist et al., 1992; Crick & Grotpeter, 1995).

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	<p>Reasonable management action is not bullying. Both members and volunteers who hold positions of authority are entitled to exercise that authority in an appropriate manner. For example, taking necessary disciplinary actions, giving constructive feedback and directing the way work is to be carried out will not amount to bullying provided it is done reasonably.</p> <p>3. Expected Standard of Behaviour Volunteers and members of Girl Guides Victoria are expected to behave in accordance with the values of the organisation.</p> <p>Volunteers and members of Girl Guides Victoria are expected not to engage in bullying behaviour.</p> <p>Further information on the standard of behaviour expected from volunteers and members can be found in the following policies:</p> <ul style="list-style-type: none"> • Respectful Behaviour Charter • Code of Conduct • Parent Code of Conduct • GO 35 - Social Media • GO 50 – Equal Opportunity • GO 54 – Valuing Diversity • GO 55 – Multiculturalism • GO 57 - Religion <p>4. Responding to Bullying All complaints of bullying will be investigated and responded to in accordance with Girl Guides Victoria policies. For further information on complaints policy and procedure please see:</p> <ul style="list-style-type: none"> • GP 42 – Complaints Policy and Procedure • GP 43 – Grievance Policy and Procedure
<p>Related policies</p>	<ul style="list-style-type: none"> • Respectful Behaviour Charter • Code of Conduct • Parent Code of Conduct • GO 35 - Social Media • GP 42 – Complaints Policy and Procedure • GP 43 – Grievance Policy and Procedure • GO 44 – Child Safe Framework



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	<ul style="list-style-type: none">•GO 50 – Equal Opportunity•GO 54 – Valuing Diversity•GO 55 – Multiculturalism•GO 57 – Religion
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Cross, D., Shaw, T., Hearn, L., Epstein, M., Monks, H., Lester, L., & Thomas, L. 2009. Australian Covert Bullying Prevalence Study (ACBPS). Child Health Promotion Research Centre, Edith Cowan University, Perth