Mareeba High is strongly committed to being a safe, caring environment which respects the rights of all.

**Definitions**
- Bullying is an act of repeated aggression causing embarrassment, pain or discomfort.
- Bullying can be verbal, psychological, physical, social or cyber.
- Bullying is conducted by an individual or a group.
- It is done with the intention of causing distress.
- It can be planned or organised or it can be unintentional.
- Bullying is an abuse of power.
- Bullying is the breakdown of someone’s self-esteem.

**Anti-Bullying Code:**
Every student has the right to an education free from fear and intimidation.
Bullying is not tolerated.

**Forms of Bullying**

<table>
<thead>
<tr>
<th>Form</th>
<th>DIRECT</th>
<th>INDIRECT</th>
</tr>
</thead>
<tbody>
<tr>
<td>PHYSICAL</td>
<td>Hitting, kicking, spitting, throwing stones, pushing, fighting, punching.</td>
<td>Getting someone else to assault another.</td>
</tr>
<tr>
<td>VERBAL</td>
<td>Name calling about someone’s disability, gender, age, physical characteristics (size, shape, appearance) racial or religious background.</td>
<td>Persuading another person to insult someone.</td>
</tr>
<tr>
<td>PSYCHOLOGICAL</td>
<td>Threats; demanding money, making someone feel frightened, making obscene gestures</td>
<td>Getting someone else to make a threat or to collect the money</td>
</tr>
<tr>
<td>SOCIAL</td>
<td>Spreading rumours, leaving people out</td>
<td>Persuading someone else to spread rumours</td>
</tr>
<tr>
<td>CYBER</td>
<td>Sending threatening or abusive messages by text or e-mail</td>
<td>Persuading another person to send messages.</td>
</tr>
</tbody>
</table>

**Being Bullied?**
Step 1: Tell the person who is harassing you that you do not want them to continue.
If this is not successful
Step 2: Talk to your Year Co-ordinator
If this is not successful
Step 3: Report the matter to Student Services

**HOW YOU CAN PROTECT YOURSELF**

**Be careful where you post personal information.** Always keep your name, address, mobile phone number and PIN or passwords private. Limit the number of people who have access to this information and you reduce your exposure. Think twice before you upload personal information on social networking websites (eg Facebook) especially inappropriate photos: this information could easily fall into the wrong hands.

**Avoid making matters worse.** If you receive a threatening message, do not respond, simply delete. Even though you may really want to, your response is exactly what cyberbullies want. They want to know that they’ve got you worried, upset or angry. They are trying to mess with your mind. Don’t give them the pleasure. Responding with hostility is also likely to provoke a bully and make the situation worse. Depending on the circumstances, consider ignoring the issue. Often, bullies thrive on the reaction of their victims. Other options include changing your email address. If the bully doesn’t know your new address, the problem may stop.
Confide in someone you trust. If something makes you feel worried or uncomfortable, tell somebody.
Email: Use a Password. Consider using and maintaining a strict password system so others cannot send you an email without your permission.
Mobile Phone: Do not reply to missed calls if you don’t recognise the number. If calling someone other than a friend, use caller ID blocking to hide your number. Don’t give out your friends numbers to anyone without their permission and ask them to do likewise. If you do receive unwanted calls, SMS or emails, change your mobile number. Keep a record of the activity. Keep a record of any online or mobile bullying (emails, web pages, SMS messages etc) including relevant dates/times. Save unwanted phone messages too.

Report cyberbullying to your school, ISP or the police. It is a criminal offence to use a telecommunications network to menace, harass or offend another person.

Remember if you are being cyber-bullied, you are not alone and there is always someone there to help you.

**REMINDER**
This type of behaviour becomes harassment when you have said that it is unwelcome or unwanted, and if it does not stop immediately.

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**YOU HAVE THE RIGHT TO FEEL SAFE**
Bullying and harassment will not be accepted at the Mareeba State High School.

**WHAT CAN I DO ABOUT IT?**
*IF YOU ARE BEING HARASSED OR BULLIED, YOU SHOULD ....*
Tell the person, or people who are harassing you, that you want them to stop it and leave you alone.

Talk it over with friends or your parents.
Talk to the Guidance Officer, Community Education Counsellor, Year Co-ordinator, Care Teacher, School Chaplain, your parents, your friends or Administrator.

This is not ‘dobbing’.
You do have the right to talk it over IN CONFIDENCE and ask that it not be reported further.

In serious cases, however, teachers may be required to report occasions of suspected child abuse to the Department of Family Youth and Community C.A.R.E.

You may wish to report you are being harassed directly to the Deputy or the Principal.

YOU have to decide the course of action you wish to take,

When staff, students, and parents work together, we create an environment of care and concern.

**A SAFE TECHNIQUE**

*IF YOU HAVE BEEN BULLIED OR HARASSED –*

- **SOLVE IT YOURSELF**
  - Ignore it
  - Tell a friend
  - Ask for advice
  - Keep a record of who is bullying you and how
  - Look the person in the eyes and say in a strong clear voice: “Stop, I do not like it when you… I want you to stop!”

- **ASK A FRIEND**
  - tell a friend what is happening and ask them to be with you while you ask the bully to stop

- **FIND A HEAD OF DEPARTMENT**
  - if it persists, student services or your parent what is happening

- **EXPECT THE BEST**
  - do not put up with bullying.

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