



COLEGIO INTERAMERICANO
Anti-Bullying and Anti-Harassment Policy

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| DESCRIPCIÓN | FECHA |
| Anti-Bullying and Anti-Harassment Policy | Nov. 2018 |
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1. Policy Statement

1.1 The School is committed to a working and learning environment where people can achieve their full potential free of bullying and harassment. Appropriate action and procedures are needed to try to eliminate bullying and harassment, resolving complaints as swiftly and amicably as possible. School procedures, through the Discipline Committee, will also make provision for disciplinary action to be taken.

1.2 For the purposes of this Policy, references to 'the Interamericano community' includes all members of staff (including outsourced staff on campus), students, parents, visitors and lay governors (Board and Foundation members) of the School. The School expects other relevant parties to comply with the required standards of behavior in this Policy by way of contract.

2. Definition of Bullying and Harassment

2.1 For the purpose of this Policy:

2.1.1 "A person is bullied when he or she is exposed, repeatedly and over time, to negative actions on the part of one or more other persons, and he or she has difficulty defending himself or herself."(Dan Olweus, UNESCO)

Bullying includes three important components:

- It involves an imbalance of power or strength, resulting difficult for the target to defend.
- It involves repetitive actions over time, including patterns of relational aggression.
- It involves intentional actions with aggressive behavior that include unwanted, negative actions.

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2.1.2 “Harassment is defined as any improper and unwelcome conduct that might reasonably be expected or be perceived to cause offence or humiliation to another person.” (www.un.org/womenwatch/antiharassment)

- Harassment may take the form of words, gestures or actions which tend to annoy, alarm, abuse, demean, intimidate, belittle, humiliate or embarrass another or which create an intimidating, hostile or offensive work environment.
- Harassment normally implies a series of incidents.
- Disagreement on work performance or on other work-related issues is normally not considered harassment.

2.1.3 Harassment also occurs when a person treats another person less favorably for any reason related to gender identity or sex or because that person has rejected or submitted to unwanted conduct of a sexual nature, and has had the purpose or effect described in this section. In this scenario, the person who is treating someone less favorably might not be the person who engaged in the unwanted conduct.

3. **Action Against Bullying and Harassment**

3.1 In deciding whether a conduct constitutes bullying or harassment, the School Administration and Discipline Committee will take account of the following factors:

- the circumstances of the case;
- the alleged victim’s (or victims’) perception of the conduct;
- whether it is reasonable for the conduct to have had the effect of bullying or harassment, based on the definition above.

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3.2 It should be noted that a member of the Interamericano community is personally liable for their actions, which in some instances could lead to legal actions.

3.3 The School may use their own separate procedures to investigate and take appropriate actions to resolve the same allegation of bullying or harassment.

3.4 The School will take appropriate steps to deal with behavior, intentional or unintentional, that results in a breach of this Policy. The School, with the Discipline Committee, will conduct confidential and impartial investigations into allegations of bullying and/or harassment.

3.5 Disciplinary action may be taken if allegations of bullying or harassment are found to be malicious or vexatious.

4. **Scope of Policy**

4.1 This Policy applies to the Interamericano community and relates to bullying or harassment perpetrated by a school community member. It also includes bullying and harassment by or against any other party who is contracted to abide by this Policy.

4.2 The School will not tolerate any form of bullying or harassment within its community or against its members, which may go beyond the physical premises and normal business hours of the School, such as conduct outside of School, at events and trips abroad or on social media that is brought to the attention of the School.

4.3 Bullying and harassment can occur between any members of the community.

5. **Responsibility of the Interamericano Community**

5.1 All members of the Interamericano community should:

- prevent bullying and harassment by being sensitive to the reactions and needs of others, and ensuring that their conduct does not cause offence;

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- discourage bullying and harassment by making it clear that such conduct is unacceptable, and supporting colleagues and peers who are taking steps to stop the harassment;
- understand bullying and harassment by attending training sessions and/or seeking advice from the School's counselors or other School representatives.

5.2 The School is committed to:

- taking steps to eliminate bullying and harassment and other unlawful discrimination, as well as to actively promote equality to provide a collegiate, lawful and harmonious working environment for all the members of the community;
- taking appropriate action when it is aware that bullying or harassment may be or is taking place;
- raising awareness to help members of the INTERAMERICANO Community identify and deal with bullying and harassment.

6. **Monitoring of Bullying and Harassment Cases**

6.1 The School can compile anonymous information about the number, nature and outcome of bullying and harassment cases each academic year.

BIBLIOGRAPHY

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