



Anti-Bullying and Harassment

This document contains Anti-Bullying and Harassment Policy and Procedures and is designed to provide clear guidance and procedures for dealing with bullying and harassment in archery activities delivered directly by the Australian Bowhunters Association Inc. (ABA).

Statement of Intent:

The Australian Bowhunters Association is committed to providing a caring, friendly and safe environment for everyone so they can participate and enjoy the sport in a relaxed and secure atmosphere. It is the policy of ABA not to tolerate bullying and harassment in any form. It is the right of everyone to participate in the sport without fear of harassment or bullying. If bullying of any kind does occur everyone should be able to tell and know that incidents will be dealt with promptly and effectively.

What is Bullying and Harassment?

Harassment causes distress and anxiety. It is uninvited, may be personally offensive and is always unwelcome; it can be detrimental to all aspects of people's lives. Bullying can be defined as being offensive, abusive, intimidating, malicious or insulting behaviour; abuse or misuse of power or unfair sanctions.

Bullying and Harassment Can Be:

- **Emotional:** being unfriendly, excluding (emotionally and physically), sending hurtful messages, or tormenting.
- **Physical:** pushing, kicking, hitting, punching or any use of violence.
- **Racist:** racial taunts, graffiti, gestures.
- **Sexual:** unwanted physical contact or sexually abusive comments.
- **Homophobic:** because of, or focussing on the issue of sexuality.
- **Verbal:** name-calling, sarcasm, spreading rumours, teasing.
- **Cyber:** All areas of the internet, such as email and internet chat room misuse, and mobile threats by text messaging and calls.

What to do if you are being bullied

- Talk to someone you can trust, a parent, coach, friend or relative
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- Be persistent. If the first person you talk to ignores you don't give up, speak to someone else
- If you can, write down everything the bullies have done or said to you, and try to write how you feel. Witnesses are important; if you have been bullied or harassed in front of other people get their names. When you have found someone you can trust and who is helpful, discuss what you have written with this person.

What not to do:

- Don't try to deal with the problem on your own – there is nothing wrong in asking for help.
- Don't be physically aggressive towards the bullies – you might end up being accused of bullying yourself
- Don't believe the lies that the bullies tell you
- Don't hide what is happening from the people you trust. Keeping things secret is the bullies biggest weapon against you

Why is it Important to Respond to Bullying and Harassment?

Bullying and harassment hurts. No one deserves to be a victim of bullying. Everybody has the right to be treated with respect. Individuals who are bullying or harassing need to learn different ways of behaving.

Objectives of this Policy

- All members, participants, coaches, volunteers and parents/carers should have an understanding of what bullying is.
- All members, participants, coaches, volunteers and parents/carers should know what their club policy is on bullying and what they should do if bullying arises.
- The Australian Bowhunters Association takes bullying and harassment very seriously. Everyone should be assured that they will be supported when bullying or harassment is reported.
- Bullying and Harassment will not be tolerated.
- All members, participants, coaches, volunteers and parents/carers should have an appreciation of the signs and indicators of bullying and harassment.

What to Look Out For

A person may show signs or behaviour that he or she is being bullied or harassed. Everyone should be aware of these possible signs and should investigate if a person:

- Says he or she is being bullied or harassed
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- Is unwilling to go to their competition or practice sessions
- Becomes withdrawn, anxious or lacking in confidence
- Feels ill before their archery activity
- Becomes distressed and anxious, even stops eating
- Has clothes torn or equipment damaged after their archery/activity session
- Has possessions that go 'missing'
- Asks for money or starts stealing money (to pay the bully)
- Has unexplained cuts or bruises
- Is frightened to say what's wrong
- Seem more aggressive and unreasonable than normal
- Attempts or threatens suicide or runs away
- Gives improbable excuses for any of the above

These are signs and behaviours that may indicate other problems, but bullying should be considered a possibility and should be investigated.

Procedures for Dealing with Bullying and Harassment

1. Report bullying incidents to any member of the National Executive or Branch Management Committee as appropriate
 2. The National or Branch Officer will then report the incident to the appropriate President, Controller or Shoot Director dependent upon where the incident has taken place. For example, if the incident has taken place at a Branch Shoot the Branch Committee should be informed.
 3. The following are steps that the National/Branch Committee may take:
 - Parents/Carers should be informed and will be asked to come in for a meeting to discuss the problem.
 - If necessary and appropriate, the Police will be consulted
 - The bullying behaviour or threats of bullying must be investigated and the bullying stopped quickly.
 - An attempt will be made to help the bullies to change their behaviour.
 - If this fails and the bullying continues, the National/Branch Executive will initiate an investigation and possible disciplinary action.
 - All coaches involved with the individuals should be made aware of the concerns and outcomes of the process.
 - The National Executive shall exercise its powers of Investigation and Disciplinary Action as set out in Section 19 (c) "Administration of
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Conclusion

The Australia Bowhunters Association is committed to the health and safety of its members and enabling them to participate in their sport in a safe and healthy manner, relying on the commitment and co-operation of all its members. The responsibility for this Policy rests with all members. Each and every member is obliged to know the essential elements of this policy and work with National and Branch committees to ensure their own safety and the safety of others who participate in association activities and who may be affected by their actions or omissions.

This policy statement will be reviewed annually and the National Executive will consult with Branch Committees and members as part of this process.
