



## Policy Document

### Anti-Bullying Policy

Approval Date	Next Review	Author/Modifier
19/2/18	19/2/19	General Manager

#### Policy Rationale and Purpose

This policy is aimed at the prevention of bullying and violence at BTYC Gymnastics club and is applied to members.

Bullying is defined as repeated unreasonable behaviour directed towards person or persons that creates a risk to health or safety. Violence is defined as any incident where a person(s) is physically attacked or threatened including any statement or behaviour that causes them to believe they are in danger of being physically attacked or threatened

The following types of behaviour, if repeated, could be considered bullying:

- Verbal abuse
- Excluding or isolating particular athletes
- Harassment or intimidation
- Assigning tasks that are impossible for the athlete/member to successfully complete

The term “violence” applies to all forms of physical attack on athletes including:

- Striking, kicking, scratching, biting, spitting or any type of direct physical contact
- Pushing shoving, tripping, grabbing
- Throwing objects
- Attacking with any type of weapon
- Any form of indecent physical attack



Manningham DISC – 360 Springvale Road, Donvale 3111

P.O. Box 1048, Mitcham North 3132 | P (03) 9841 4773 | F (03) 9841 4733

E [david@btycgymnastics.org.au](mailto:david@btycgymnastics.org.au) | W [www.btyc.gymnastics.org.au](http://www.btyc.gymnastics.org.au)

ABN: 79316404702 | Incorporated Registration: A0002190A

## Policy Description

Bullying creates an unsafe training environment. BTYC Gymnastics aims to ensure, so far as reasonably practicable, that risks to health and safety from bullying are eliminated or reduced. BTYC employees have duties under the OHS Act 2004 to take reasonable care of their own and others health and safety and to cooperate with their employer (BTYC) regarding the steps that must be taken to comply with requirements under that Act.

BTYC encourages all employees and members to report any cases of bullying and violence. All reports will be taken seriously and BTYC will ensure confidentiality and fair treatment for all involved.

BTYC will:

- Treat all reported matters seriously
- Respond promptly to the report
- Ensure that the person who has raised the problem is not victimised
- Provide support for all involved
- Communicate the process to those involved
- Maintain neutrality – the person responsible for investigating the circumstances must be impartial
- Ensure confidentiality
- Document meetings, interviews and agreed outcomes
- Address the underlying risk factors responding to Serious incidents

Following a serious incident involving violence BTYC, will:

- Ensure that the potential for violence no longer exists
- Provide first aid and medical treatment (If required);
- Call the police and, if necessary, the ambulance service
- Leave the scene undisturbed for the police
- Ask witnesses to remain until the police arrive, or if this is not possible, write down their names and contact numbers
- Warn/ exclude perpetrators where appropriate
- Contact the family of those affected
- Relieve affected employees of their duties
- Arrange an incident debriefing
- Record the details in the injury register



Manningham DISC – 360 Springvale Road, Donvale 3111

P.O. Box 1048, Mitcham North 3132 | **P** (03) 9841 4773 | **F** (03) 9841 4733

**E** [david@btycgymnastics.org.au](mailto:david@btycgymnastics.org.au) | **W** [www.btyc.gymnastics.org.au](http://www.btyc.gymnastics.org.au)

ABN: 79316404702 | Incorporated Registration: A0002190A

If a threat is made – either in person or over the phone the following is to occur: The appropriate person will:

- Write a report on the incident detailing the time, who was involved, the nature of the threats, reasons behind the threats (if known) and possible triggers for the threats
- Interview everyone involved if possible
- Consult the General Manager as to whether the police should be involved
- Warn/ exclude the person who made the threat
- If the offender is a staff member, implement the process for dealing with workplace dispute resolution, and refer them to counselling if appropriate
- If the offender is an athlete, implement the disciplinary action procedure
- Arrange debriefing and counselling



Manningham DISC – 360 Springvale Road, Donvale 3111

P.O. Box 1048, Mitcham North 3132 | **P** (03) 9841 4773 | **F** (03) 9841 4733

**E** [david@btycgymnastics.org.au](mailto:david@btycgymnastics.org.au) | **W** [www.btyc.gymnastics.org.au](http://www.btyc.gymnastics.org.au)

ABN: 79316404702 | Incorporated Registration: A0002190A