



Harassment and Bullying Policy

PURPOSE

Special Olympics New Zealand is committed to ensuring its registered athletes and volunteers, staff, supporting family, friends and caregivers are treated with dignity and respect at all times and not be subjected to unacceptable conduct by way of harassment and/or bullying.

The purpose of this policy is to provide guidance to Club athletes and volunteers as to what is unacceptable conduct and provide guidance on how to identify it.

POLICY

It is the responsibility of registered athletes and volunteers taking part in/or delivering Special Olympics sanctioned sports training and competition or Club organised activities to:

- Treat all other athletes and volunteers with dignity and respect;
- Treat all Special Olympics New Zealand staff with dignity and respect;
- Treat all supporting family, friends and caregivers with dignity and respect;
- Not bully or harass anyone;
- Report unacceptable conduct if they see or experience it;
- Only make complaints of unacceptable conduct which are genuine;
- Keep confidential, discussion and documents regarding complaints of unacceptable conduct.

All Club Executive Committee Members and volunteers must take reasonable steps to ensure that the environment is free from all forms of unacceptable conduct. They are expected to:

- Lead by example and ensure that they do not bully or harass;
- Ensure that persons reporting to them are familiar with and understand the obligations under this policy;
- Ensure that athletes are educated/reminded about unacceptable conduct;
- Treat all complaints seriously and take prompt steps to resolve any complaints made under this policy.

Harassment

Harassment is unwelcome comment, conduct or gesture that is insulting, intimidating, humiliating, degrading or offensive. It may be repeated or an isolated incident but is behaviour that is unwanted by the recipient even if the recipient does not tell the harasser the behaviour is unwanted/unwelcome.

Examples of harassment include:

- Abusive behaviour aimed at humiliating or intimidating;
- Jokes or comments directed at a person's body, looks, age, race, religion, sexual orientation, or ability;
- Unwelcome remarks including teasing, name calling or insults;
- Innuendoes or taunting;

- Offensive emails, text messages, letters, notes;
- Sexual harassment;
- Any other conduct in the nature of harassment considered to bring Special Olympics New Zealand, including its Regional Councils and Clubs into disrepute.

Unlawful harassment is when a person harasses another by engaging in a pattern of behaviour that is directed against that other person. Acts of harassment can include:

- Watching, loitering near or hindering access to/from a place a person frequents for any purpose;
- Following, stopping, accosting a person;
- Acting in a way that causes a person to fear for his/her safety.

If a complaint received is regarding unlawful harassment outlined about the complainant should be encouraged to direct the matter to the New Zealand Police.

Sexual Harassment

In the context of this policy sexual harassment means:

- An unwelcome sexual advance;
- An unwelcome request for sexual favours;
- Unwelcome conduct of a sexual nature (including written or oral statements).

Examples of sexual harassment include:

- Uninvited touching, kissing, embracing, massaging;
- Staring, leering, ogling;
- Smutty jokes and comments;
- Persistent or intrusive questions about people's private lives;
- Repeated invitations to go out, especially after prior refusal;
- Sexual propositions;
- The use of promises or threats to coerce someone into sexual activity;
- The display of sexually explicit material;
- Getting undressed in front of others of the opposite sex;
- Invading the privacy of others while showering or toileting;
- Photographing others while undressing, showering or toileting;
- Sleeping in close quarters with children without other adults present;
- The use of offensive emails, text messages, letters, faxes, notes;
- Sexual insults and name calling;
- Any other conduct in the nature of sexual harassment considered to bring Special Olympics New Zealand, including its Regional Councils and Clubs into disrepute.

Some forms of sexual harassment may constitute a criminal offence. If you believe an offence has been committed you should suggest to the complainant that they contact the New Zealand Police.

BULLYING

Bullying is repeated and unreasonable behaviour which is unwanted and unwarranted and is directed towards a person or group of persons that creates a risk to dignity, health and safety, and wellbeing. It is deliberate and intended to humiliate or undermine the recipient(s).

Bullying may occur in person or indirectly via mediums such email, text and social media.

It can take many forms but common examples include:

- Spreading malicious rumours or insulting someone;
- Intimidation;

- Picking on someone or setting them up to fail;
- Overbearing supervision;
- Exclusion or victimisation or any unfair treatment;
- Belittling or disrespectful comments;
- Ignoring, isolating, ridiculing or insulting someone;
- Attacking a person's beliefs, attitude, lifestyle or appearance;
- Shouting, yelling, using obscene/offensive language, gestures, material;
- Any other conduct in the nature of bullying considered to bring Special Olympics New Zealand, including its Regional Councils and Clubs into disrepute.

Matters not considered bullying include:

- Occasional differences of opinion, non aggressive conflicts;
- Robust intellectual debate;
- Constructive feedback.

Victimisation

Victimisation occurs if someone suffers unfavourable treatment because they have made, or propose to make, a genuine complaint of Unacceptable Conduct, or are a witness, or provide information about a complaint.

Examples of victimisation include:

- Suggesting to a would be complainant that it would be better if they didn't complain;
- Threatening behaviour;
- Disciplinary action that is not otherwise warranted and would not have been taken if the complaint had not been made;
- Exclusion or isolation.

Complaints Process

Any complaints of harassment or bullying are to be dealt with by following the Special Olympics New Zealand Complaints, Member Discipline and Appeals Policy.

Related Documents

Special Olympics New Zealand Complaints, Member Discipline and Appeals Policy
 Complaints Procedure Flow Chart
 Complaints Form

Relevant Legislation

Harassment Act 1997
 Human Rights Act 1993
 Crimes Act 1961