

# **BASKETBALL MANAWATŪ**

## **HARASSMENT AND BULLYING POLICY**

This Harassment and Bullying Policy outlines the commitment that Basketball Manawatū in ensuring its registered players, coaches, team managers and volunteers, staff, supporting family/ whānau and friends 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 players and volunteers as to what is unacceptable conduct and provide guidance on how to identify it.

### **POLICY**

It is the responsibility of registered players, coaches, team managers taking part in/or delivering basketball activity, whether it is, training & competition; a school or Club organised activities to:

- Treat all other players and volunteers with dignity and respect.
- Treat all Basketball Manawatū staff with dignity and respect.
- Treat all supporting family/whānau and friends 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 School &/or Club Coaches and Team Managers 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 players 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 Basketball Manawatū, including its brand 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 Basketball Manawātū, including its brand 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 people 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 Basketball Manawātū, including its brand 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 Basketball Manawātū Complaints Procedure document.

## **POLICY REVIEW**

Basketball Manawātū will monitor and review this policy on a two-yearly basis.

## **RELATED DOCUMENTS**

- Basketball Manawātū Complaints Procedures
- Complaints Form
- Relevant Legislation Protection from Harassment Act 1997
- Human Rights Act 1993
- Crimes Act 1961