

TERANG COLLEGE

SEXUAL HARRASSMENT

POLICY (Operations)

1. RATIONALE

- 1.1. By law and DET guidelines, sexual harassment of any kind is not permitted. Sexual harassment is any verbal or physical conduct of a sexual nature that could reasonably be expected to make a person feel offended, humiliated or intimidated and is identified by any of the following occurrences:
- 1.2. It is uninvited, unreciprocated, unwelcome and/or repeated.
- 1.3. Submission to such conduct is implicitly or explicitly a term or condition of an individual's employment, or a condition for decisions that might affect promotion, salary or any job conditions.
- 1.4. Such behaviour creates an intimidating, hostile or offensive work environment for any employee.
- 1.5. People are defined in terms of their gender or sexual preference, and their individual contribution and worth are denigrated or ignored as a result.
- 1.6. Sexual harassment can be physical, verbal, or written and can include words, actions, statements or images. It is unlawful behaviour under the current Commonwealth Sex Discrimination Act and Equal Opportunity Act.

2. AIMS

- 2.1. To provide a work and study environment free of any sexual harassment.
- 2.2. To create a workplace free of sexual harassment which is an unacceptable form of behaviour which should not be tolerated under any circumstances.
- 2.3. To protect the College staff, students and community from the effects of sexual harassment which can range from annoyance to deep distress and can lead to an intimidating, hostile and offensive environment.

3. IMPLEMENTATION

- 3.1. Issues, actions and decisions relating to this policy will take into account Department of Education and Training policies, memos, guidelines and circulars and Government Ministerial Orders and Acts.
- 3.2. All areas of the College are to remain free of any visual sexually explicit or offensive material.
- 3.3. No comments, verbal or written of a sexual nature are to be tolerated.
- 3.4. Matters of potential sexual harassment of students must be reported to year level co-coordinator/sub-school manager, Assistant Principal and Principal.
- 3.5. All allegations of sexual harassment are to be treated seriously and investigated thoroughly.
- 3.6. Confidentiality will be paramount in the handling of the any reported issues which will also assist with ensuring no person is victimised.
- 3.7. Employees who believe they have been the victim of a criminal offence will be encouraged to report the incident to the police asap as well as the Principal or delegate.
- 3.8. When a complaint of sexual harassment is found to be substantiated, the consequences for the person against whom the complaint is made will depend on the particular circumstances.
- 3.9. All employees of the College can be liable for the actions of others if they authorise, encourage or assist sexual harassment to occur at the College.
- 3.10. Monitor potential risk factors and take prompt, reasonable action to minimise the affects.
- 3.11. Provide information and training to support the implementation of this Policy.

4. EVALUATION

- 4.1. This policy will be reviewed as part of the College three-year review cycle.

Approved by College Council 20/08/2018