



Elizabeth East Primary School.

Sexual Harassment Policy

Definition:

Sexual harassment is any verbal or physical conduct of a sexual nature and is identified by any of the following occurrences:

- It is uninvited, unreciprocated, unwelcome and/or repeated.
- 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.
- Such behaviour creates an intimidating, hostile or offensive work environment for any employee.
- People are defined in terms of their gender or sexual preference, and their individual contribution and worth are denigrated or ignored as a result.

Sexual harassment can be physical, verbal, or written and can include words, actions, statements or images. It is against the law for any individual to sexually harass another individual.

Rationale:

- Sexual harassment creates an intimidating, hostile and offensive work environment.
- Both males and females can be victims. It is unwelcome, illegal and will not be tolerated.
- The school recognises that everyone has a legal right to protection from sexual harassment.

Aims:

- To provide an enjoyable, harmonious work environment that actively discourages sexual harassment.
- To ensure that proper standards of conduct are maintained at all times.

Implementation:

- All staff share a responsibility to ensure our school environment is free from sexual harassment.
- All staff have a responsibility to ensure their own behaviour does not constitute or foster sexual harassment, and will be involved in sexual harassment professional development.
- All staff have access through the DECS website to the DECS Sexual Harassment and Antiracism Handbook - 2002
- A workplace contact person will be the nominated initial point of contact for complaints.
- It is not the role of the workplace contact person to investigate, substantiate or resolve complaints. They are required to inform the principal regarding any complaint that has been made, and to inform the complainant of their rights and options. The principal will investigate complaints.
- All complaints will be treated with utmost confidentiality.
- All attempts will be made to positively resolve any complaints at the local workplace, but complainants may choose to take their concerns to another authority such as the Equal Opportunity Commission or a trade union.
- The principal is to be informed immediately of any concerns relating to the sexual harassment of students.

Evaluation:

- This policy will be reviewed as part of the school's four-year review cycle.

This policy was last ratified by Governing Council in December 2005.