



Cranbourne East Primary School SEXUAL HARASSMENT POLICY

DEFINITION

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

- It is uninvited, unreciprocated, unwelcome 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. Even if the behaviour is not intended to be offensive, it may still be unlawful. It is against the law for any individual to sexually harass another individual.

RATIONALE

- Sexual harassment creates an intimidating, hostile and offensive work and learning 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.

Links to Child Safety Standards

Sexual harassment in any form is unacceptable. As educators, we have a responsibility to provide teaching and learning environments that are free from discrimination in all forms, including those based on race, ethnicity, gender, ability, disability, sexuality and religion.

Child protection is a shared responsibility between all employees, workers, contractors, associates, and members of the Cranbourne East Primary School community. The safety and wellbeing of our students form a central and fundamental responsibility of our School and compliments our vision and values of: Respect, Relationships, Resilience, Responsibility and Rigour.

We are committed to Zero tolerance of child abuse; including physical violence, sexual offences, serious emotional or psychological abuse and serious neglect. It is our moral and legal responsibility to create a nurturing school environment where children and young people are respected, their voices are heard and they are safe and feel safe. All children, regardless of their gender, race, religious beliefs, age disability, sexual orientation, or family or social background, have equal rights to protection from abuse. Cranbourne East Primary School affirms our commitment towards:

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

- The Department of Education and Training and School Councils are responsible for providing a work and learning environment free from sexual harassment. This responsibility will be discharged through the School Principal.

- All staff and students have a responsibility to ensure their behaviour does not constitute or foster sexual harassment.
- All staff has a responsibility to participate in any training provided by the Department, including completing the online sexual harassment training course.
- 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, but to be responsible for providing confidential support to a complainant, and to inform the complainant of their rights and options.
- The workplace contact person will inform the Principal of the School of all allegations of sexual harassment or sexual misconduct.
- The Principal will treat all allegations of sexual harassment or misconduct seriously, and will report all matters to the Employee Conduct & Ethics Branch for further instruction.
- All staff members are referred to the following websites for detailed information regarding sexual harassment.

http://www.education.vic.gov.au/hrweb/Documents/Sexual_Harassment_Policy.pdf<http://www.education.vic.gov.au/hrweb/divequity/Pages/WCONet.aspx>

DET has provided a template that it recommends that all schools should use in order to document any incident, disclosure or suspicion that a child has been, or is at risk of being abused. The recommended template needs to be used in conjunction with the *Four Critical Actions for Schools: Responding to Incidents, Disclosures and Suspicions of Child Abuse*.

EVALUATION

Ratified by School Council: 19th October 2016

This policy is to be reviewed annually or as policy is amended.