

Sexual Harassment Policy

Purpose: The purpose of this policy is to protect students and employees from sexual harassment.		
Scope: Students and employees, including full-time, part-time, permanent, fixed-term and casual employees, as well as contractors, volunteers and people undertaking work experience or vocational placements.		
Status: Authorised	Supersedes: Version 20210121	
Authorised by: Principal	Date Authorised: 12/06/23	Policy Owner: Principal
Review Date: Every two years	Next Review Date: June 2025	
References:	<ul style="list-style-type: none"> • Anti-Discrimination Act 1991 (Qld) • Sex Discrimination Act 1984 (Cth) • Birali Steiner School’s Anti-Discrimination Policy • Birali Steiner School’s Child Protection Policy • Birali Steiner School’s Student Code of Conduct • Birali Steiner School’s Staff Code of Conduct • Birali Steiner School’s Complaints Policy • Adapted from ISQ’s Sexual Harassment Policy Template 2019 version 	
Definitions:	<ul style="list-style-type: none"> • Sexual harassment is a specific and serious form of harassment. It is unwelcome sexual behaviour, which could be expected to make a person feel offended, humiliated or intimidated. Sexual harassment can be physical, spoken or written. It can include: <ul style="list-style-type: none"> ○ comments about a person’s private life or the way they look ○ sexually suggestive behaviour, such as leering or staring ○ brushing up against someone, touching, fondling or hugging ○ sexually suggestive comments or jokes ○ displaying offensive screen savers, photos, calendars or objects ○ repeated unwanted requests to go out ○ requests for sex ○ sexually explicit posts on social networking sites ○ insults or taunts of a sexual nature ○ intrusive questions or statements about a person’s private life ○ sending sexually explicit emails or text messages ○ inappropriate advances on social networking sites ○ accessing sexually explicit internet sites ○ behaviour that may also be considered to be an offence under criminal law, such as physical assault, indecent exposure, sexual assault, stalking or obscene communications. <p>Just because someone does not object to inappropriate behaviour in the workplace at the time, it does not mean that they are consenting to the behaviour. A single incident is enough to constitute sexual harassment – it doesn’t have to be repeated.</p> <p>Some forms of sexual harassment, such as assault, physical molestation, stalking, sexual assault and indecent exposure, are also criminal offences and should be reported to the police.</p> <ul style="list-style-type: none"> • Adult student - an adult student means a student who has attained the age of 16 years 	

Policy
All students and employees at Birali Steiner School have the right to learn and work in an environment free from sexual harassment. Birali Steiner School will provide a fair and safe learning and teaching environment where all students and employees have equal opportunities.

Sexual Harassment Policy

Birali Steiner School is committed to taking action to protect students and employees from sexual harassment and to responding appropriately should such behaviour occur, including possible discipline. Any instances of sexual harassment should be reported under the Birali Steiner School Complaints Policy.

In particular and in accordance with the legislation, it is Birali Steiner School's policy that:

- An employee at the school must not sexually harass anyone in the course of their duties, including another employee, a student at the school or someone seeking to become a student at the school, or a student at another school.
- An adult student at the school must not sexually harass another student or employee at the school or a student or employee at another school.

Responsibilities

School Responsibilities

Birali Steiner School acknowledges its responsibility to provide an environment free from sexual harassment. Birali Steiner School will undertake the following steps to prevent and appropriately respond to any instances of sexual harassment:

- Develop and implement a sexual harassment policy to assist in preventing any instances of sexual harassment.
- Educate and train relevant employees to assist in preventing any instances of sexual harassment and to appropriately respond to any instances of sexual harassment.
- Establish appropriate grievance and complaints procedures via its Birali Steiner School's Complaints Policy and Procedures to appropriately respond to any instances of sexual harassment.
- Remove any discriminatory or offensive materials, rules and practices to assist in preventing any instances of sexual harassment.
- Encourage employees and students to contribute to a healthy workplace culture to assist in preventing any instances of sexual harassment.

Student and Employees Responsibilities

All students and employees at Birali Steiner School have a responsibility not to engage in sexual harassment against any person.