

HARASSMENT PREVENTION POLICY

A policy of the Western Springs College Board of Trustees (07/12/2009)

Purpose:

1. Western Springs College is committed to ensuring that all members of the school community are treated fairly and with dignity and respect.
2. In particular, Western Springs College aims to ensure that its work and learning environment is free of all forms of harassment.
3. Harassment including sexual harassment, racial harassment, victimisation and bullying is unacceptable and will not be tolerated.
4. Western Springs College seeks to develop and implement policies and procedures for preventing harassment, pursuant to
 - a. National Administration Guidelines 5 i and iv, which require the Board to provide a safe physical and emotional environment for students; and to comply in full with legislation to ensure the safety of students and employees.
 - a. National Administration Guideline 3 ii, which requires the Board to be a good employer as defined in the State Sector Act 1988 and comply with the conditions contained in employment contracts applying to teaching and non-teaching staff.

Policy:

1. Western Springs College is committed to implementing a programme and procedures to ensure that:
 - information about harassment is available to staff and students
 - staff and students who experience harassment are encouraged to take action
 - contact people are available to respond to enquiries and give advice on harassment
 - complaints are treated fairly promptly and confidentially, according to the complaints policy
 - harassment is subject to disciplinary procedures
 - a person making a complaint will be free from victimisation.
2. A harassment prevention coordinator ("coordinator") is to be designated by the Principal. The coordinator is responsible for ensuring that programmes and procedures effectively implement this Policy.
3. The coordinator will report to the Principal as required and annually to the Board.

Ratified by Board: _____ signed for BOT

07/12/2009 date

07/12/2012 review date