



Sexual Harassment Guidelines

Rationale:

The personal grievance provisions of the Employment Contracts Act 1991 state that an employee may have a grievance against the employer or former employer, because that employee has been sexually harassed in the employers employment.

Purpose:

The principal, staff and Board of Trustees want to eliminate any form of sexual harassment in the school, and if needed provide appropriate courses of action to handle complaints.

Guidelines:

In the event of sexual harassment the complainant;

- may approach the person initially, verbally, and if the behaviour continues, make a written complaint.
- should be encouraged to seek union, legal or any other support.

The person against whom the complaint has been made, should be encouraged to seek union or legal support.

Following the submission of the written complaint, the Board will investigate the complaint in accordance with the relevant employment contract and complete records will be kept.

Measures should be taken to ensure victimisation of the complainant does not occur, through ongoing monitoring discussion with the complainant.

All those involved in the matter will receive a written report on the outcome.

Every endeavor will be made to ensure Sexual harassment in the workplace does not occur.