

Discrimination & Harassment Policy and Procedure

<p>Policy</p>	<p>Arise Academy’s policy is to take all reasonable steps practicable to prevent harassment and discrimination and to act promptly and fairly on any complaints received.</p> <p>Arise Academy further supports its staff in cases where the staff member has reported domestic violence. Arise Academy is required to get involved if it suspects someone is a victim of domestic violence.</p>
<p>Procedure</p>	<p>If a staff member or learner:</p> <ul style="list-style-type: none"> • Has a question regarding harassment or discrimination; • Wishes to lodge a complaint about harassment or discrimination; • Lodges a case of domestic violence; <p>Then the staff member or learner shall immediately inform the Board of Directors. Arise Academy shall provide guidance and ensure the staff member or learner is safe and will address their complaint or case promptly, consistently and fairly.</p> <p>In cases of domestic violence, Arise Academy will ensure the police have been notified. The staff member or learner may be eligible for leave.</p>
<p>Rationale</p>	<p>Staff and learners of Arise Academy have the right to operate in a safe environment free from harassment and discrimination or domestic violence as defined in legislation.</p>
<p>Definitions</p>	<p><i>Discrimination</i> occurs when someone is treated unfairly, or less fairly than another person in the same or similar circumstances.</p> <p><i>Harassment</i> is any unwanted comment, conduct or gesture directed toward an individual or a group of individuals which is insulting, intimidating, humiliating, malicious, degrading or offensive, and is either repeated or an isolated incident which is so significant that it adversely affects someone’s performance, contribution or work environment.</p> <p><i>Sexual Harassment</i> is repeated behaviour of an unwelcome and offensive nature which is sexual; and adversely impacts on the recipient.</p> <p><i>Domestic violence</i> may be physical, sexual or psychological and signs of domestic violence are controlling behaviour, intimidation, threats, physical or sexual violence, jealousy and stalking.</p>
<p>Scope</p>	<p>All staff and learners during and after their employment and/or study at Arise Academy</p>
<p>Established</p>	<p>January 2022</p>
<p>Risk Assessment Rating</p>	<p>High</p>
<p>Review Dates</p>	<p>TBA</p>