BASIC BELIEF
Mansfield Primary School recognises that everyone has a legal right to protection from sexual harassment. The school aims to provide an enjoyable, harmonious work environment that actively discourages sexual harassment and ensures that proper standards of conduct are maintained at all times.
Sexual harassment is any verbal or physical conduct of a sexual nature. It can be physical, verbal, or written and can include words, actions, statements or images. It is uninvited, unreciprocated, unwelcome and/or repeated. Both males and females can be victims. Sexual harassment creates an intimidating, hostile and offensive work environment.
It is against the law for any individual to sexually harass another individual.

IMPLEMENTATION
- The Department of Education and Training and school council are responsible for providing a work environment free from sexual harassment. This responsibility will be discharged through the school Principal.
- All staff have a responsibility to ensure their behaviour does not constitute or foster sexual harassment, and will be involved in sexual harassment professional development.
- All staff will have access to DE&T current guidelines. (see references cited below)
- 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 they are responsible for providing confidential support to a complainant, to contact the Complaints and Investigations Unit regarding any complaint that has been made, and to inform the complainant of their rights and options.
- Submission to such conduct will not be 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.
- People will not be defined in terms of their gender or sexual preference, and their individual contribution and worth denigrated or ignored as a result.
- School Council president will be informed of all potential harassment claims. All complaints will be treated with utmost confidentiality.
- This policy will be reviewed as part of the school’s three-year review cycle.

This policy was ratified by the Mansfield Primary School Council on – 12th October 2009

Review Date: 2012

Ref: Circular 168/2002 Sexual Harassment Policy & Procedures
Circular 345/2001 Workplace Discrimination and Sexual Harassment online training
Schools of the Future Reference Guide - 6.5.4 - Eliminating Sexual Harassment in Schools