

Anti-Sexual Harassment **Policy**

Respect @ Work



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1 Purpose

Catholic Education SA (CESA) strives to create a work environment that:

- is safe and healthy for all those who perform work or come into contact with what we do; and
- is free from unlawful discrimination and sexual harassment.

In our efforts to eliminate sexual harassment in the workplace, we are committed to:

- taking all reasonable and proportionate measures; and
- implementing the reasonably practicable controls available to us.

Sexual harassment is not only completely unacceptable, it is unlawful and it is a serious risk to health and safety and will not be tolerated.

2 Scope of Policy

This Policy applies to all Catholic Education SA (CESA) employees, and to all other employees, workers, agents, contractors, volunteers, or others (however described) that perform work on behalf of CESA either at or away from our premises (**Workplace Participants**).

It is recognised that other Catholic school employing authorities may have their own policies.

This Policy does not apply if an allegation is raised by or in relation to a child or young person, Refer to the Intersector: [Managing allegations of sexual misconduct in education and care settings](#) or Intersector: [Sexual behaviour of children and young people procedure and guideline](#).

3 Commencement

This Policy commences on the date in the schedule.

It supports and exceeds the [Code of Conduct](#) for Staff Employed in Catholic Education SA and the [Responding to Discrimination, Bullying & Harassment \(including Sexual Harassment\) in the Workplace Procedure](#).

4 Policy

It is the policy of SACCS to support the statutory amendments implemented as a result of the Respect @ Work Report 2020 and consequential changes in December 2022 having regard to the resources, principles and other rules referred to in this Policy and associated Procedure and:

- by conducting a risk assessment and implementing all reasonably practicable controls and measures identified as a result of that risk assessment; and
- following consultation as part of CESA's policy development and review processes.

This policy applies to conduct that takes place in any CESA workplace or work-related context.

No employee, volunteer, or other (however described) that performs work on behalf of CESA either at or away from our premises should subject any other person to any form of sexual harassment.

A breach of this policy will result in disciplinary action, up to and including termination of employment.

CESA strongly encourages any employee, volunteer or other who are covered by the scope of this Policy who feels they have been sexually harassed to take immediate action.

Any reports of sexual harassment will be treated seriously, promptly, and with sensitivity. Such reports will be treated as confidential but the person who is the subject of the complaint must be notified under the rules of natural justice. CESA will protect all those involved in the process from victimisation.

Leaders who fail to take appropriate corrective action when aware of the sexual harassment of a person will be subject to disciplinary action.

The Anti-Sexual Harassment Procedure outlines the options and processes for reporting and responding to complaints of sexual harassment.

5 Definitions

CESA means Catholic Education SA, including any School or CEO, as the context may permit.

Workplace Participants means all employees and volunteers together with third parties who are bound by this Policy.

Workplace is defined to include not only the usual work environment, but also working offsite (e.g. working from home or remotely), work-related activities and events, seminars, conferences, work functions, Christmas parties, and work-related travel and trips or other activities in connection with work (e.g. staff choosing to continue to socialise together after work events have concluded).

6 Variation

CESA may vary, replace, or rescind this Policy at our absolute discretion in accordance with the needs of the employer and having regard to the various processes set out in this Policy in relation to changes to legislation, risk assessment or consultation.

7 Responsibility for implementation, monitoring, and continual improvement

Responsibility for implementation, monitoring and review of the policy is vested at the level appropriate to the following roles:

Catholic Education Offices	Catholic Schools
Director: People, Leadership & Culture	Principal

8 Related/Useful documents/links

Internal Documents/Links

Anti-Sexual Harassment Procedure

Code of Conduct

Responding to Discrimination, Bullying and Harassment (including Sexual Harassment) in the Workplace Procedure

External Documents/Links

[Anti-Discrimination and Human Rights Legislation Amendment \(Respect at Work\) Bill 2022](#)

[Fair Work Act](#)

[Sex Discrimination Act 1984](#)

[Equal Opportunity Act 1984.](#)

[Work Health and Safety Act 2012 \(SA\)](#)

9 Revision Record

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