

ISLAND DANCE

WORKPLACE DISCRIMINATION, HARASSMENT AND BULLYING POLICY



OVERVIEW

The purpose of the Workplace Discrimination, Harassment and Bullying Policy (**Policy**) is to acknowledge that Island Dance is committed to providing a safe, flexible and respectful environment for staff, affiliates, students, parents and guardians, free from all forms of discrimination, bullying and harassment. Everyone has the right to an environment free from bullying, harassment, discrimination and violence.

Responsibilities are set out in federal and state laws. Taken together, they make certain types of workplace behaviour against the law. Any Island Dances staff, students, parents and guardians affiliated with Island Dance who consider they are subject to discrimination, harassment or bullying have the right to seek assistance and will receive the full support of Island Dance.

The company is committed to complying with following legislation:

- Fair Work Act 2009
- Age Discrimination Act 2004;
- Sex Discrimination Act 1984, and
- Racial Discrimination Act 1975;
- Australian Human Rights Commission Act 1986
- Disability Discrimination Act 1992;

Island Dance has a zero tolerance for discrimination, harassment and bullying by any individual or groups as set out in legislation, either directly or indirectly or in any form.

The Policy does not replace legislation, however, if any part is in conflict, legislation takes precedence.

RESPONSIBILITIES

Island Dance shall:

- Ensure effective implementation of this Policy.
- Comply with applicable legislation and industry guidelines.
- Maintain clear delegation of responsibilities and accountabilities.
- Offer support to people who experience discrimination, bullying or harassment, including providing information about how to make a complaint.
- Quickly and objectively responding to all discrimination, harassment and bullying complaints.
- Ensure means of handling investigations and complaints are in place.
- Take action according to this Policy and investigation procedures immediately once discrimination, harassment or bullying is deemed to have occurred.

Island Dance affiliates, students, parents and guardians shall:

- Abide by policies, procedures, instruction and lawful directions that relate classes delivered by Island Dance.
- Follow the standards of behaviour outlined in this policy.
- Abide by all Island Dance terms and Conditions at all times.
- Avoid gossip and respect the confidentiality of complaint resolution procedures.
- Treat everyone with dignity, courtesy and respect.
- Have the right to raise issues or to make an enquiry or complaint in a reasonable and respectful manner without being victimised.
- Acknowledge and understand any individual in breach of this Policy may be subject to enrolment being terminated.

Miss Marie (Island Dance)
Principal / Director
Date: 01/01/2019