



Keilor Views Primary School Sexual Harassment Policy

Rationale

At KVPS, sexual harassment in any form is unacceptable. As educators, we have a responsibility to provide teaching and learning environments that are free from discrimination in all forms, including those based on race, ethnicity, gender, ability, disability, sexuality and religion.

Definition

'Sexual harassment is conduct of a sexual nature that is unwelcome. Sexual harassment can be physical, verbal or written. It involves behaviour that could reasonably be expected to make a person feel offended, humiliated or intimidated. Even if the behaviour is not intended by the individual to be sexually harassing, it may still be unlawful'.

Sexual harassment can be physical, verbal, or visual and may include statements or transmissions by phone, fax, video conference, internet or email and will vary in the degree and extent to which it causes affront and distress.

Such behaviour creates an intimidating, hostile or offensive work environment for any employee.

Sexual harassment can include:

- comments about a person's sex life or physical appearance
- comments of a sexual nature
- suggestive behaviours such as leering and ogling
- unnecessary physical intimacy such as brushing up against a person
- physical contact such as touching or fondling
- 'flashing' or sexual gestures
- sexual propositions or repeated unwanted requests for dates
- making promises or threats in return for sexual favours
- sexual jokes, offensive telephone calls, displays of offensive photographs, reading matter or objects
- sending jokes or graphics of a sexual nature by email or internet
- unwelcome questioning about a person's private life
- offensive computer screen savers
- unwanted requests for sex
- stalking, indecent assault or rape (which are also criminal offences).

Keilor Views Primary School acknowledges that staff may sometimes be the victim of sexual harassment from students and commits to treating seriously complaints and behaviour, which may constitute sexual harassment and to taking immediate action.

Implementation of Policy

KVPS recognises that everyone has a legal right to protection from sexual harassment and aims to:

- provide an enjoyable, harmonious work environment that actively discourages sexual harassment
- ensure that proper standards of conduct are maintained at all time.
- ensure that the Department of Education and Training and School Councils are responsible for providing a work and learning environment free from sexual harassment. This responsibility will be discharged through the school Principal
- ensure that all staff and students have a responsibility to ensure their behavior does not constitute or foster sexual harassment



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- ensure that all staff have a responsibility to participate in any training provided by the Department, including completing the online sexual harassment training course
- nominate a workplace person as the initial point of contact for complaints.

It is not the role of the workplace contact person to investigate, substantiate or resolve complaints, but to be responsible for providing confidential support to a complainant, and to inform the complainant of their rights and options.

The workplace contact person will inform the Principal of the allegations of sexual harassment or sexual misconduct

The Principal will treat all allegations of sexual harassment or misconduct seriously and will report all matters to the Employee Conduct Branch for further instruction

All staff members are referred to the following websites for detailed information regarding sexual harassment:

http://www.education.vic.gov.au/hrweb/Documents/Sexual_Harassment_Policy.pdf

Keilor Views Primary School encourages all staff and students to report actions or behaviours that contravene our values, policies and Code of Conduct, and take appropriate bystander action to intervene safely and respectfully when they see or hear about sexist language, sex discrimination, sexual harassment or a potentially violent situation in the school community.

Link to Child Safe Standards

Child protection is a shared responsibility between all employees, workers, contractors, associates, and members of the KVPS community. The safety and wellbeing of our students form a central and fundamental responsibility of our school and compliments our vision and Values of Respect Excellence, Honesty, Persistence, Responsibility and Trust.

We are committed to Zero tolerance of child abuse; including physical violence, sexual offences, serious emotional or psychological abuse and serious neglect. It is our moral and legal responsibility to create a nurturing school environment where children and young people are respected, their voices are heard and they are safe and feel safe.

All children, regardless of their gender, race, religious beliefs, age, disability, sexual orientation, or family or social background, have equal rights to protection from abuse.

DET has provided [Responding to Suspected Child Abuse: A Template for all Victorian Schools](#) to use in order to document any incident, disclosure or suspicion that a child has been, or is at risk of, being abused.

The recommended template needs to be used in conjunction with the [Four Critical Actions for Schools: Responding to Incidents, Disclosures and Suspicions of Child Abuse](#).

*Person/People are defined in terms of their gender or sexual preference.

Evaluation of Policy

Keilor Views Primary will be evaluating this policy as part of the school's review cycle.

This policy was ratified by School Council on 22 November 2017