

## **SCHOOL NO. 4401 - KATANDRA WEST**

Policy Statement: ENVIRONMENT  
672 - EQUAL OPPORTUNITY

Responsibility: Principal and School Council

This Policy was last ratified by School Council in 2015.

### 1. PURPOSE:

The Victorian Equal Opportunity Act 1995 requires Katandra West Primary School to:

- 1.1. Promote recognition of everyone's right to equality of opportunity.
- 1.2. Eliminate discrimination on the basis of identified attributes.
- 1.3. Provide procedures to deal with discrimination.

### 2. GUIDELINES:

- 2.1 At Katandra West Primary School it is unacceptable to directly or indirectly discriminate against anyone on the basis of: age; pregnancy; industrial activity; race; disability; lawful sexual activity/sex orientation, sex; marital, parental or carer status; religious beliefs, political beliefs or activities; personal association with a person who is identified by reference to any of these aforementioned attributes.
- 2.2 When dealing with school personnel typically covering areas such as: appointments and promotions, access to professional development, the provision of an harassment-free environment will be undertaken in line with the Equal Opportunity guidelines.
- 2.3 Dealings with school personnel/school council and students typically covering areas such as: access to resources, access to school programs, curriculum delivery, the provision of a harassment-free environment will also be undertaken within Equal Opportunity guidelines.
- 2.4 Dealings with students typically covering areas such as access to school programs, curriculum delivery: provision of a harassment-free environment will be undertaken within Equal Opportunity guidelines.
- 2.5 Dealings between the school and the general community typically covering areas such as: employment, advertising, provision of goods and services will be undertaken within Equal Opportunity guidelines.
- 2.6 All staff will be encouraged to attend merit and equity training and school guidelines for conducting internal appointments will be developed.
- 2.7 Representation of various groups in leadership roles will be monitored by administration.
- 2.8 There will be a commitment to inclusive curriculum.

- 2.9 The school will monitor progress with implementing relevant policy documents and achievement data progress of identified groups.
- 2.10 The school will maintain a sexual harassment policy that is incorporated in the student Engagement Policy.
- 2.11 The school will ensure that all personnel have access to information on rights and responsibilities under the Equal Opportunity Act 1995.
- 2.12 A copy of this policy will be included in the Staff Handbook.
- 2.13 A copy of this policy will also be included in the student/parent information material.
- 2.14 There will be an awareness-raising program for students and the school community, if needed.
- 2.15 Training for all personnel and School Council in the Equal Opportunity Act will be undertaken, if deemed to be necessary.
- 2.16 The appointment of an Equal Opportunity Coordinator as a stand-alone role or in conjunction with another appointment will take place.
- 2.17 This Policy will be reflected, where appropriate, in the Strategic Plan and Performance Management processes for this school.
- 2.18 Report on progress of implementation in the School Annual Report and evaluation within the School Review process will take place as required.
- 2.19 The following grievance procedures will take place:
  - 2.19.1 The Principal will aim to resolve grievances at the local level but will also ensure complainants have access to other avenues.
  - 2.19.2 Grievance will be taken seriously, given prompt attention and accorded confidentiality.
  - 2.19.3 The role and responsibility of the contact person will follow the guidelines from the Act.
- 2.20 In special circumstances the Principal, in consultation with School Council, may vary this Policy.