

SEXUAL HARASSMENT PROTECTION GUIDELINES

RATIONALE:

Hauraki Plains College commits itself to ensuring that all staff (teaching and non teaching) and pupils are able to work and learn in a sexual harassment free environment (NAG 5i, 5ii).

The definition of sexual harassment which the College accepts is as follows:

Sexual harassment is verbal or physical conduct, including misuse of visual or written material, of a sexual nature by one person towards another. This conduct is unwelcome and offensive, is of a serious nature or is persistent so that the work performance and life satisfaction of the person subjected to it is affected detrimentally. (Adapted from the Human Rights Commission definition)

PURPOSES:

1. To create a sexual harassment-free environment for the wellbeing of staff and students.
2. To provide a procedure for sexual harassment allegations / issues to be investigated.

GUIDELINES AND PROCEDURES:

- 1.1 Staff are educated about behaviours that constitute sexual harassment in a professional development forum.
- 1.2 Students are educated about behaviours that constitute sexual harassment in the College's health education programme.
- 1.3 Parents are made aware of behaviours that constitute sexual harassment and how the College deals with allegations of sexual harassment.
- 2.1 All complaints / allegations of sexual harassment will be acknowledged.
- 2.2 The procedure for dealing with complaints / allegations is as per appendix.
- 2.3 Contact persons for staff and students will be available to all concerned.
- 2.4 The BOT will utilise Collective Employment procedures and School Trustees Association advice in any sexual harassment investigation.
- 2.5 All investigations will be handled confidentially.

REVIEW: These guidelines will be reviewed according to the Board of Trustees triennial programme of self review (2010)

DATE CONFIRMED: 27 Feb 2008

Procedure for dealing with sexual harassment complaints in schools

