
ESSEX HEIGHTS PRIMARY SCHOOL COUNCIL **EQUAL OPPORTUNITY POLICY**

1. PHILOSOPHICAL BASIS

We at Essex Heights Primary School believe in equal opportunity for all members of the school community. All staff, students, parents and visitors to the school will be treated equally and without discrimination.

At Essex Heights, equal opportunity will be provided to all school community members without discrimination on the basis of gender, socio-economic circumstances, physical features, cultural background, marital, parental or carer status, physical, intellectual or medical disabilities or conditions and lawful sexual orientation. Discrimination, harassment, sexual harassment, bullying, vilification, victimisation or other inappropriate behaviour will not be tolerated at our school under any circumstances.

2. GUIDELINES

- 1.0 All staff are entitled to equal respect and responsibility and promotion opportunities within the framework of conditions of employment as laid down by the DEECD.
- 1.1 Employment Merit and Equity (DEECD) guidelines will be applied in all employment matters.
- 2.0 We at Essex Heights Primary School encourage knowledge, appreciation and acceptance of the different backgrounds which make up the school and wider community
- 2.1 We will identify areas of school life where discrimination and/or disadvantage may occur and, through Risk Management strategies, address these issues.
- 3.0 All documentation developed at the school will reflect Equal Opportunity principles.
- 4.0 Curriculum content, organisation and implementation will address issues of gender and cultural inclusion by promoting inclusive learning strategies.
- 4.1 Throughout all areas of the curriculum, staff will provide positive role models discouraging male-female stereotypes.
- 5.0 An Equal Opportunity workplace contact person will be elected annually from the staff

5.1 Appropriate budget funds will be allocated annually for Professional Development in relation to Equal Opportunity.

6.0 Grievances are to be managed as set out in the Schools Policy and Advisory Guide and as stated in the DEECD Grievance Procedures.

6.1 The Schools Policy and Advisory Guide is available to all staff on request.

6.2 It is the responsibility of each staff member to be aware of his or her rights and responsibilities under the Equal Opportunity Act and to seek clarification of issues as they occur.

6.3 It is the responsibility of each staff member to alert the elected Equal Opportunity Workplace Contact Person should he/she believe a breach of the guidelines is occurring.

6.4 Any person who makes an Equal Opportunity complaint in good faith will not be victimised or otherwise subject to any disadvantage or detriment because they made or might make such a complaint.

7.0 Organisational policies, curriculum policies and processes together with management plans will be reviewed regularly to ensure that they reflect the principles of equal opportunity and employment equity.

8.0 The Essex Heights Primary School Equal Opportunity policy will be implemented in accordance with the intent of the following documents:

- *Victorian Equal Opportunities Act 2010*
- *School Policy Advisory Guide*
- *DEECD Grievance Procedure*
- *Charter of Human Rights and Responsibilities 2006 (Vic),*
- *Equal Opportunity Act 2010*
- *The Racial and Religious Tolerance Act 2001*
- *Related Essex Heights Primary School policies including Occupational Health and Safety, Anti-Bullying, Sexual Harassment and Student Engagement and Wellbeing*

9.0 We at Essex Heights Primary School will draw on the expertise of the following organisations for advice and guidance when needed:

- Conduct & Ethics Unit 9637 2594
- Diversity and Equity Unit 9637 2454
- Merit Protection Boards 9032 1701
- Victorian Equal Opportunity and Human Rights Commission 1300 891 848

10.0 This policy will be reviewed as part of the school's evaluation process.

Andrew Crossett

Trevor Sharrock

Principal

School Council President

School Council-February 2014