

“Anti-discrimination laws set out your rights and responsibilities to treat people as equals. In South Australia, individuals are protected under the *Equal Opportunity Act 1984* .

Under the Act, it's unlawful for anyone to be treated unfairly because of:

- age
- association with a child
- caring responsibilities
- chosen gender
- disability
- marital or domestic partnership status
- pregnancy
- race
- religious appearance or dress (in work or study)
- gender
- sexuality
- spouse or partner's identity.

The Act also makes unlawful:

- sexual harassment
- victimisation
- treating people unfairly because they're whistle-blowers.”¹

Individuals are also protected through the Australian Human Rights Commission.²

The Society is committed, as far as is reasonably practicable, to identify and minimise unlawful direct, indirect and systemic discrimination from its structures, practices and operations. Unlawful discrimination is unfairly treating people because of their particular personal characteristics or because they belong to a certain group.

Disability Policy

The Society will ensure that people with disabilities are afforded reasonable opportunity to participate in all aspects of the Society's activities. The most common disabilities we will encounter are impaired vision, hearing, mobility and manipulation.

Communication and consideration are the keys:

- Be personal – treat all clients with respect
- Speak clearly and steadily but not necessarily loudly.
- Check frequently to ensure the client is understanding
- When listening be patient, and give feedback to ensure understanding
- Be prepared to let the client go at his/her own pace
- Be prepared to act as a buddy

Sexual Harassment Policy

Sexual harassment is sexual behaviour that makes people feel offended, afraid or humiliated, and in the circumstances it is reasonable to feel that way. Both men and women can harass or be harassed. Sexual harassment is determined from the point of view of the person being harassed. It is how the behaviour is received and not how it is intended that matters.

Discrimination and sexual harassment excludes reasonable management or administrative action taken in a reasonable manner by the Society.

The Society will not tolerate workplace discrimination and sexual harassment.

The Society requires its employees, volunteers, members and visitors to not discriminate against, sexually harass or victimise other employees, volunteers, members and visitors.

The Society Business Manager will act as first contact point for any complaint informal or formal, receipt of which will initiate the following procedure:

- To first try to resolve any reported incident quickly using an informal process if practicable;
- To conduct a full, immediate and confidential investigation into any formal complaint insofar as is practicable, without any discrimination, harassment or victimisation against the person making the complaint;
- To ensure an impartial person carries out any such investigation, and that the principles of natural justice are followed in the interests of fairness to all;
- To apply the Society Grievance Procedure if possible to resolve proven complaints.

A substantiated complaint will be treated as a disciplinary offence that could lead to dismissal.

¹ <http://www.sa.gov.au/topics/community-support/volunteering>

² <https://www.humanrights.gov.au/>