



# JUMBUNNA COMMUNITY PRESCHOOL AND EARLY INTERVENTION CENTRE INC.

<b>St 6 wa</b>	<b>EEO, EQUITY AND DIVERSITY</b>
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<b>Applies to:</b>
<b>Specific responsibility:</b>

<b>Version:</b>
<b>Date approved: 9 Sept 2014</b>

<b>Policy context:</b> This policy relates to	
Standards or other external requirements	NDIS Practice Standards
Legislation or other requirements	<i>Commonwealth Acts - the Racial Discrimination Act 1975, the Sex Discrimination Act 1984, the Australian Human Rights Commission Act 1986 (Cth), the Disability Discrimination Act 1992 and the Age Discrimination Act 2004, The Equal Opportunity for Women in the Workplace Act 1999 (Cth)</i>
Contractual obligations	National Disability Insurance Agency

## POLICY STATEMENT

This policy outlines the responsibilities that Jumbunna and its staff have to:

- providing equal employment opportunity (EEO) to all prospective and current staff
- promoting a fair and equitable work environment
- complying with all relevant anti-discrimination legislation
- creating and maintaining an environment in which diversity is valued, human dignity respected, and people treated with equity and tolerance
- ensuring staff and visitors are free from any forms of discrimination, harassment or victimisation.

This policy recognises that EEO is an employment obligation and a legal responsibility. All decisions relating to employment opportunities, including recruitment and promotion, will be based on merit.

These principles will be applied to situations including but not limited to the following:

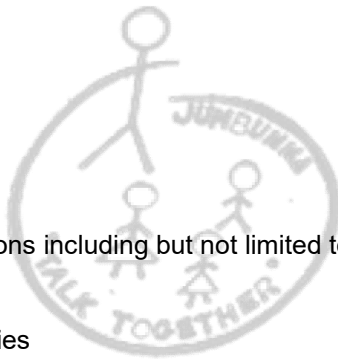
- recruitment and selection
- promotion or temporary higher duties
- decisions on flexible work conditions such as working hours
- supervision and discipline
- reimbursement or compensation
- access to benefits
- access to professional development and training.

## PROCEDURES

### Equal Employment Opportunity (EEO)

Jumbunna will apply the principles of Equal Employment Opportunity (EEO) to all employment related decisions and treat all employees fairly and equitably with regard to individual circumstances or attributes defined by:

- race
- ethno-religious background
- nationality, ethnic or national origin
- gender
- marital status
- pregnancy
- family or carer responsibilities
- breast feeding
- disability (physical, intellectual, psychiatric)
- HIV/AIDS status
- political or religious conviction
- age
- sexual preference
- transgender status
- trade union activity



These principles will be applied to situations including but not limited to the following:

- recruitment and selection
- promotion or temporary higher duties
- decisions on flexible work conditions such as working hours
- supervision and discipline
- reimbursement or compensation
- access to benefits
- access to professional development and training.

### Anti-discrimination

In addition to the application of EEO in employment, all staff must ensure that the workplace is free of any form of direct or indirect discrimination related to any of the individual circumstances or attributes listed above. This includes the following:

- Harassment: any form of behaviour that is not wanted, not asked for, and that humiliates someone, offends them or intimidates them.
- Vilification: any public act that is likely to incite hatred, serious contempt or severe ridicule for a person or a group of people.
- Victimization: when someone is treated unfairly because they have made a complaint about discrimination or helped someone else make one.

Staff who believe that they are subject to any form of discrimination outlined above or who are aware of the incidence of such behaviour should follow the Jumbunna Feedback and Complaints Procedure.

### Exemptions from Anti-Discrimination Legislation

If there is a need to establish a staff position targeted to a particular group in order to promote equal employment opportunity, Jumbunna may apply for an exemption under the relevant section of State Anti-Discrimination legislation.

Jumbunna may establish a position targeted to a particular group where the attribute of that group is a genuine occupational qualification.



### DOCUMENTATION

Documents related to this policy	
Related policies	
Forms, record keeping or other organisational documents	

Policy Name:	EEO, Equity & Diversity	Policy Number:	
Date Approved:	24 August 2023	Approved By:	Board of Management
Date Issued:	31 August 2023	Review Date:	30 June 2025
Version 1.5	This version of the policy was approved 24 August 2023 and replaces the version approved 28 July 2022.		