

Purpose:	Peregian Beach College is committed to creating a work environment which is free from discrimination and where all members of staff are treated with dignity, courtesy and respect.	
Scope:	This policy applies to all staff, including full time, part time, casual, permanent or temporary, contract or commission workers, volunteers, people visiting the College site, vocational and work experience placements. It applies to staff in all their work-related dealings with each other, and with customers, contacts or clients. It applies in the workplace or off site, at work-related functions (including social functions and celebrations), while on trips and attending conferences	
Status:	Approved	Supersedes: Nil
Authorised by:	Board Chair	Date of Authorisation: January 2025
References:	<ul style="list-style-type: none"> - PBC Enrolment Policy - PBC Work Health and Safety Policy 2025 - PBC Employee Code of Conduct 2025 - <i>Disability Discrimination Act 1992 (Cth)</i> - <i>Racial Discrimination Act 1975 (Cth)</i> - <i>Racial Vilification Act 1996 (Cth)</i> - <i>Sex Discrimination Act 1984 (Cth)</i> - <i>Sex Discrimination Amendment Act 2013 (Cth)</i> - <i>Anti-Discrimination Act 1991 (QLD)</i> - <i>Australian Human Rights Commission Act 1986</i> - <i>Workplace Health and Safety Act 2011 (QLD)</i> 	
Review Date:	Annually	Next Review Date: January 2026
Policy Owner:	College Board	

Policy Statement

All staff contribute to the creation of a discrimination free and inclusive workplace and a healthy workplace culture. Managers have a particular obligation to model appropriate behaviour;

promote this policy; treat all complaints seriously and attend to them promptly; monitor the work environment and seek expert help for complex or serious matters. All staff have the responsibility to comply with this policy; report incidents to their managers and not to participate in discriminatory behaviour.

Contact Officers

Contact Officers provide assistance to staff who are subjected to discrimination and support the College's management in the prevention and elimination of such behaviour in the workplace.

The objective of having Contact Officers is to

- Raise staff awareness on workplace discrimination issues; and
- Educate staff on options available; and
- Facilitate early resolution of incidents of discrimination; and
- Provide a safe environment for staff to express concerns in a confidential manner; and
- Make recommendations to the Head of College or College Board about ways to prevent further incidents; and
- Assist in promoting a workplace free from discrimination.

Employers should inform all staff about the role and functions of Contact Officers through the induction process, equity awareness training sessions, and relevant College policies.

Definitions

Direct discrimination occurs when a person (or a group of people) is singled out for worse treatment, compared to others in similar circumstances, because of one or more of the attributes listed below.

Indirect discrimination occurs when one rule applies to all, but in fact disadvantages a person (or group of people) because they are unable, or less able to comply with the rule because they have an attribute listed below. The fact that the disadvantage was not intended is not an excuse.

Under the *Queensland Anti-Discrimination Act 1991* (the Act) discrimination on the following grounds is against the law:

- Race (including colour, descent or ancestry, nationality, national or ethnic origin); and
- Age (whether young or older); and
- Impairment (including biological, functional, learning, physical, sensory, mobility, cognitive, psychological, psychiatric impairment or the presence of an organism capable of causing disease); and
- Religious belief or activity; and
- Sex or gender identity; and
- Relationship status (including being married, single, divorced, separated, de facto or in a same sex relationship); and
- Sexuality; and

- Pregnancy, breastfeeding, parental status (including being or not being a parent, guardian, foster parent, adoptive parent, or step-parent); and
- Family responsibilities (including the responsibility to care for and support a dependent child or immediate family member); and
- Lawful sexual activity as a sex worker; and
- Trade union activity; and
- Political belief or activity; and
- Association with someone else who is identified because of one of the above attributes.

Other behaviour that is against the law includes:

- Seeking unnecessary information on which discrimination might be based; and
- Victimisation because a person has made a complaint, agreed to be a witness or has had a complaint made against them; and
- Sexual harassment is prohibited under both state legislation and the federal *Sex Discrimination Act 1984*; and
- Vilification on the basis of a person's race, religion, gender identity or sexuality; and
- Federal anti-discrimination legislation also prohibits discrimination on the basis of criminal record, medical record or social origin; and
- Discrimination on the basis of sexual orientation, gender identity, intersex status and marital or relationship status as recognised by the *Sex Discrimination Amendment Act 2013*.

Implementation

Peregian Beach College is an equal opportunity employer. At all stages of the employment relationship (recruitment and selection, terms and conditions of work, training and professional development opportunities, promotion and transfer, retirement, retrenchment and termination) staff will be treated on their merits and valued according to how well they perform their duties. Peregian Beach College believes that all staff should be able to work in an environment free from discrimination. These behaviours are considered unacceptable and will not be tolerated. If a staff member feels they have been discriminated against, they have the following options available to them:

- Seek further information via the College's Contact Officers:
 - Head of College, Shane Dupuy
 - College Coordinator, Alec Wareing
 - Human Resources Administrator, Nicole Kelly
 - Secondary School Coordinator, Nigel McDuff
 - Primary School Coordinator, Nicola Kerin
 - College Board of Directors

- Submit a Complaint Form in line with the Peregian Beach College Complaints Handling Policy 2025
- Peregian Beach College has approved the appointment of an Independent Psychologist to provide confidential support to Staff and Students where immediate assistance is required. Funding for three consultations will be provided by the College. Mr Evan Thomas is contactable via 0403 668 386
- Seek information on leave entitlements or Workcover claims via the HR Administrator

Any Staff member who makes a complaint of discrimination will not suffer any victimisation by Peregian Beach College for making the complaint. This also applies to any staff member who agrees to be a witness in a complaint or have a complaint made against them. A Manager will carefully investigate a complaint and will report to the complainant within 14 days on the results of his/her investigation. If the staff member is not satisfied with the manner in which the complaint has been dealt with, they are encouraged to follow the Dispute Resolution Process as per the Peregian Beach College Enterprise Agreement 2022.

False and/or malicious complaints may lead to legal action being taken against the complainant. Employees of Peregian Beach College may face disciplinary action appropriate to the breach in any instance of discrimination against a co-worker. Such actions may include a formal warning, a formal apology, counselling, demotion, transfer, suspension or dismissal, depending on the circumstances.