



## ANTI HARASSMENT, BULLYING AND DISCRIMINATION POLICY

### 1. Application:

This policy applies to all Club members, coaches, employees, officials, referees, Board members and all people working on behalf of the Club.

### 2. Purpose:

The purpose of this policy is to confirm that harassment, bullying or discrimination within the Club is unacceptable and to outline the processes for identifying, resolving and preventing any harassment, bullying or discrimination that might occur within the Club.

### 3. Background/introduction:

#### 3.1. Why is an anti harassment, bullying and discrimination policy needed?

- The Club wants to promote a positive culture which ensures that all members are accepted and respected regardless of their race, gender, sexual orientation or religious belief.
- To provide an appropriate process for raising, addressing and resolving concerns about individual or collective behaviour that breaches the policy.

### 4. Policy:

#### 4.1. All Club members have a responsibility to ensure that they:

- Do not bully, harass, discriminate against or victimise any person.
- Discourage any form of harassment, bullying or discrimination by making it clear that such behaviour is unacceptable.
- Support any Club member that feels they have been subject to harassment, bullying or discrimination by supporting them to follow any pathways for resolution, including making a formal complaint if appropriate.

#### 4.2. All Board members, employees, coaches and managers will take steps to:

- Ensure the Club's environment is free from harassment, bullying and discrimination.
- Treat all complaints seriously and take prompt steps to resolve any complaints made under this policy.
- Ensure parents or caregivers are advised if the complaint involves a child or young person.

#### 4.3. Confidentiality

- All information relating to breaches of this policy must be treated in accordance with the Club's Privacy Policy.
- Information must not be disclosed without the complainant's consent unless the complaint is serious and the Board believes that action needs to be taken. In such situations it may not be able to maintain absolute confidentiality, but the complainant must be advised of the disclosure.
- Confidentiality does not mean secrecy but information is only to be disclosed to those who the Board believes need to know about the complaint.

#### 4.4. Pathways for resolution of complaints

##### 4.4.1. Self resolution and informal resolution

- An individual may consider making the person aware that the behaviour concerned is unwelcome and/or offensive.
- If this does not resolve the matter, or if the individual does not feel comfortable raising the issue, they should raise the matter with their coach, manager or Club representative who may speak to



the person concerned themselves following the process set out in the Guidelines for Self and Informal Resolution.

#### 4.4.2. Formal complaint and resolution

- Formal resolution may be appropriate where the nature of the bullying, harassment or discrimination is important or where informal resolution has failed or is not considered appropriate.
- Formal resolution will generally involve the laying of a formal complaint and the appointment of an investigator to undertake an investigation in accordance with the Guidelines for Formal Resolution.
- The investigator is to ensure that the complainant is aware that all relevant information relating to the complaint will be presented to the person against whom the complaint is laid in sufficient detail to allow that person to respond.

#### 4.4.3. Serious complaints

- If the complaint is of a serious nature e.g. involving a sexual allegation or a physical assault, the matter must be reported to the Police for investigation as soon as possible.

### **5. Definitions:**

5.1. The following definitions apply to this policy:

5.1.1. "Board" means the Club's Board elected in accordance with the Club's constitution.

5.1.2. "Bullying" means any repeated unreasonable behaviour that is directed towards a person or a group of people that can lead to physical or psychological harm.

5.1.3. "Child" or "children" means a person who is aged less than 16 years.

5.1.4. "Club" means Cashmere Technical Football Club.

5.1.5. "Discrimination" means any action that results in someone being treated less favourably than another person in the same or similar circumstances because of their sex, colour, religious belief, race, marital status, ethnic or national origins, family status, ethical belief, sexual orientation, political opinion, age or disability.

5.1.6. "Harassment" means any unwelcome, unsolicited and unreciprocated behaviour that is humiliating, offensive or intimidating and is either repeated, or of such a significant nature that it has a detrimental effect on the person, their performance, contribution or their sporting environment. Harassment includes (but is not limited to) sexual or racial harassment.

5.1.7. "Investigator" means a person appointed by the Board to investigate a formal complaint and provide a report on the complaint.

5.1.8. "Unreasonable behaviour" means actions that a reasonable person in the same situation would regard as unreasonable and includes victimising, humiliating or threatening a person.

5.1.9. "Young person" means a person aged between 16 years and 18 years.

### **6. Key relevant documents:**

6.1. Privacy Policy

6.2. Guidelines for Self or Informal Resolution

6.3. Guidelines for Formal Resolution