




SEXUAL HARASSMENT POLICY 2021

Signed By:	James Herbert  _____ Waikato Waldorf School Board, Presiding Member
Date Ratified:	Term 3 October 2021
Next Review Date:	Term 3 October 2024
Review Cycle:	Every three years (maximum)

Rationale

As employers we must provide appropriate and safe conditions for all employees and students.

- * To provide an appropriate and safe working place for all employees, students and community members.
- * To ensure all complaints of sexual harassment are dealt with effectively and in a consistent manner.
- * To ensure if sexual harassment occurs procedures are to be followed to ensure it does not happen again.

Waikato Waldorf School
...developing the whole child



How will we do it?

- * The School Board must act with sensitivity where a complaint of sexual harassment is made.
- * All employees are to be informed that sexual harassment in the workplace will not be tolerated and serious consequences exist for those whom a complaint is made and proven.
- * Complaints of sexual harassment can be initially reported to the Schools NZEI Liaison person/s, Principal and School Board Presiding Member.
- * Any one of these three people must inform the School Board immediately when a complaint has been lodged.
- * Procedures to be followed for a person wishing to lodge a complaint are outlined on the attached sheet

How will we know if the policy is working?

- * Complaints are resolved on a principled basis.
- * All employees, students and community members feel they can make a complaint without pressure or scrutiny.
- * At the completion of the grievance procedure, the complainant will be satisfied that all appropriate attempts were made at satisfactorily resolving the issue(s).
- * All employees are aware that sexual harassment is not tolerated.

Conclusion

Everyone connected with the school is in a safe environment that is free from inappropriate sexual comments or actions directed by any person(s).