



# Workplace Gender Equality Policy

A Catholic School in the Edmund Rice Tradition

## Rationale

At St Bernard's College we:

- recognise, accept and affirm the value of each member of our community;
- encourage all members of the College community to be involved in the life of the College; and
- encourage participation in decision making by staff, parents and students to support a sense of belonging.

## Legislation

The *Workplace Gender Equality Act 2012* (Cth) (which replaced the *Equal Opportunity for Women in the Workplace Act 1999* (Cth)) includes the following key aims:

- promote and improve gender equality (including equal remuneration between women and men) in employment and in the workplace
- support employers to remove barriers to the full and equal participation of women in the workforce, in recognition of the disadvantaged position of women in relation to employment matters
- promote, amongst employers, the elimination of discrimination on the basis of gender in relation to employment matters (including in relation to family and caring responsibilities)
- foster workplace consultation between employers and employees on issues concerning gender equality in employment and in the workplace
- improve the productivity and competitiveness of Australian business through the advancement of gender equality in employment and in the workplace

In conjunction with annual reporting to the Workplace Gender Equality Agency (WGEA), College gender equality practices will include a review of the workforce and personnel policies and practice in the areas of:

- Recruitment & selection;
- Transfer, promotion and reclassification;
- Staff training;
- Professional learning; and
- Work conditions.

To achieve this aim, the WGEA Report will be issued annually to staff for comment prior to reflection on it at the College Leadership Team meeting and a College Board meeting. The reporting process encourages the development of future objectives and ongoing development of policy and practice. Such development can be measured, over time, through the annual reporting process.

## Aims

The College aims to:

- engage fairly and equitably with all staff and other stakeholders, regardless of their gender, in a positive, respectful and constructive manner;
- promote a gender-aware and gender-responsive culture throughout the College that values gender equality and integrates gender considerations in each aspect of the workplace;

- overcome barriers to gender equality in the workplace, including gender biases and gender-based stereotypes;
- ensure all employees have an understanding of gender issues and the objectives of this policy;
- ensure all employees have the same opportunity to participate in and contribute at all levels of the College and to receive appropriate acknowledgement and equitable reward for that participation and contribution; and
- actively seek to identify and sponsor capable female leaders on staff.

## Implementation

The College is committed to equality of employment for all its employees.

In terms of employment the College will ensure:

- the person employed or promoted has the talents and capacity to take on a particular role, function or responsibility;
- the person shows a commitment to Catholic Education and a respect for the teachings of the Catholic Church regarding faith and morals;
- that the employment or promotion of a person will not jeopardise the work security of another employee.

From time to time, the College will consult with staff as to their satisfaction and suggestions regarding their employment.

The employees of the College will be given the opportunity annually to review their performance to ensure that they are contributing their talents to the welfare of the College and finding satisfaction in their present employment.

## Responsibility for Gender Equality Reporting and Processes

It is the responsibility of all members of the community to uphold this approach to gender equality in the workplace. The Senior Leadership Team and College Board will manage the review of policy and practice in a manner which supports the aims of the *Workplace Gender Equality Act 2012* (Cth).

Specifically, the Human Resources Manager will prepare the annual report for the Workplace Gender Equality Agency, in consultation with other staff. As part of the reporting process, staff are invited to consult with the Senior Leadership Team with regard to any aspect reported.

## Related Policies

- Discrimination, Harassment and Bullying Policy

## Policy Review

<b>Ratified:</b>	June 2017
<b>Last Reviewed:</b>	June 2017
<b>Next Review Date:</b>	June 2021