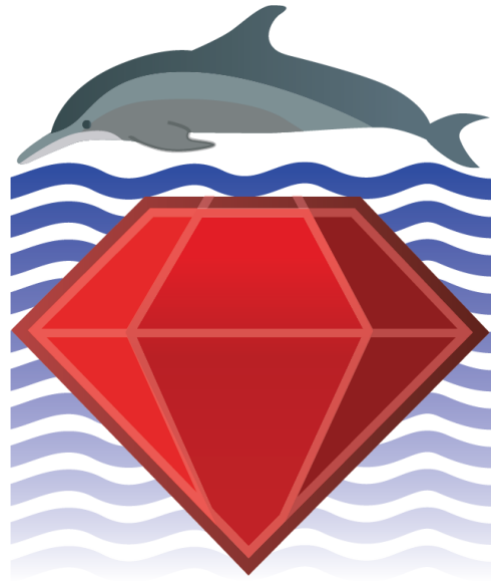


Redcliffe Gem Club



Our Policies & Values

Harassment & Bullying

The Redcliffe Gem Club is committed to a harassment and bullying policy that recognizes the responsibility of the club to conduct its broad ranging activities in a manner that has zero tolerance of club activity harassment and bullying of its members and volunteers.

Our Commitment

The club will do all in its power to ensure every member and volunteer has the right to work in an environment free from harassment and bullying. The club defines workshop harassment and bullying as when a member or volunteer is subjected to repeated behaviour by a person, including the members, instructors, co-member, office bearer or group of co-members that –

- a) is unwelcome and unsolicited,
- b) the member considers to be offensive, intimidating, humiliated or threatened, or
- c) a reasonable person would consider to be offensive, intimidating, humiliated or threatened.

This includes but is not limited to:

- Physical or verbal abuse
- Yelling, screaming or offensive/inappropriate language (including emails)
- Unreasonably belittling, teasing, humiliating or constantly criticizing members or volunteers
- Displaying written or pictorial material which is offensive
- Excluding or isolating members or volunteers
- Intimidating or threatening other members or volunteers
- Deliberately giving members or volunteers impossible tasks to set them up to fail
- Undermining work standards and general work performance
- Comments related to age, disability, employment activity, gender identity, sexual orientation, marital status, physical features, political belief, pregnancy, breastfeeding, race, religious belief, and sex (source Equal Opportunity Act 2010) comments of a derogatory nature

Accountability

Club members, volunteers or club officials who witness bullying and harassment of another member, have a responsibility to report this type of behaviour. Any member or volunteer who is concerned about possible bullying or harassment within the club, should initially raise their concerns with a member of the management committee.

Management Systems and Standards

The management committee, instructors and duty officers have a responsibility to ensure complaints of inappropriate behaviour are considered seriously, dealt with fairly, promptly and thoroughly they should ensure club work areas are free from harassment or unlawful discrimination and maintained in a moral and ethical manner at all times. Any member or volunteer who is found to be in breach of this statement may be subject to disciplinary action in line with the clubs' constitution which may include termination of club membership.

NOTE: Any reported or suspected cases where laws may have been broken, e.g. crimes involving minors, and assault, will be immediately handed over to Queensland Police for their investigation in accordance with the law.