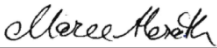



<b>ANTI HARRASSMENT POLICY</b>		Approval Date:	18/07/2022
		Review Date:	
		Version No:	1.0
<b>President:</b>	Sign:		
<b>Vice-President:</b>	Sign:		

## BACKGROUND

The Club values positive relationship between members and has a responsibility to ensure Club events are a safe and welcoming environment for members and their guests.

This policy is made under clause 28 of the Club Constitution as a matter essential for the proper management of the business and affairs of the Club. A breach of this Policy will constitute conduct unbecoming of a member and/or conduct prejudicial to the interests of the Club.

### DEFINITION

*Harassment is any unwanted behaviour, physical or verbal (or even suggested), that makes a reasonable person feel uncomfortable, humiliated, or distressed. In some circumstances, harassment may be an offence.*

## PURPOSE

To ensure that all members and guests enjoy an environment free from harassment or other inappropriate conduct of any kind.

## POLICY

Harassment of any kind is not acceptable at the Club and complaints related to behaviour of this nature (see definition) will be treated as serious and will be dealt with promptly, confidentially and impartially by the Committee or chosen independent party. No person who lodges a complaint with respect to harassment will be disadvantaged because they have made the complaint.

## PROCEDURES

- Complaints relating to harassment should be dealt with as most serious and may require the involvement of an independent mediator, or the police in the case of a criminal offence

- Internally, formal complaints should be made in writing setting out sufficient details to enable the Club to apply this policy to the President (unless the complaint directly concerns the President, in which case any Committee Member)
- On receiving a complaint the recipient will decide whether:
  - they are the most appropriate person to receive and handle the complaint;
  - the nature and seriousness of the complaint warrants a formal resolution procedure;
  - to appoint a person to investigate (gather more information on) the complaint;
  - to invoke clause 14 of the Club Constitution;
  - to refer the complaint to a hearings tribunal;
  - to refer the matter to the police or other appropriate authority; and/or
  - to implement any interim arrangements that will apply until the complaint process set out in these Procedures is completed.
- Regardless of the process adopted, it will be based on the principles of justice where:
  - Both the complainant and the respondent must know the full details of what is being said against them and have the opportunity to respond
  - Decision maker(s) must be unbiased, fair and just
  - Penalties imposed must be fair