



Guardian Angel Home Care

A.B.N. 59 162 452 879

Harassment/Bullying Policy

Harassment is any behaviour which is not asked for and not wanted and which happens because of a person's sex, race, age, marital status, disability or sexuality.

Guardian Angel Home Care promotes a working environment free of intimidation, threat and differences of others. Harassment or bullying will not be tolerated under any circumstances.

Guardian Angel Home Care Anti-Harassment Policy

Guardian Angel Home Care's aim is to provide its workers with an environment which supports respect for the individual where all may do their work free from all types of harassment.

Guardian Angel Home Care's Anti-Harassment Policy is that any harassment including harassment based on race, religion, colour, sex, sexual preference, age, national origin, ethnic group, or disability, towards any co-worker in the workplace is not acceptable behaviour for a Guardian Angel Home Care employee.

What is Harassment?

Harassment is the use of insulting comments or acts directed toward someone's sex, sexual orientation, race, colour, religion, nationality, ethnic group, disability, or age. It includes any verbal and/or physical conduct which:

- Humiliates, offends, upsets or scares someone; or
- Interferes with their work performance; or
- Violates someone's personal legal rights

Harassment is not always deliberate. Some things that, to you, may be just funny or doesn't matter may hurt or offend someone else. Often this involves someone or a group using their power in the wrong way over others. Guardian Angel Home Care requires you to respect and tolerate the differences of others in the workplace.

Guardian Angel Home Care considers harassment a very serious matter. Any person found to be engaging in harassment in the workplace, including sexual harassment, or who assists with or inflames such conduct, will be subject to disciplinary action, up to and including termination of employment.

Also, anyone who retaliates against anyone for making a complaint or for helping with an investigation of a complaint will be disciplined.

Sexual Harassment

Sexual harassment is a type of sex discrimination that is against Guardian Angel Home Care's policy and a criminal act.

Sexual harassment is unwelcome sexual advances, requests for sexual favours and all other verbal or physical conduct of a sexual nature when:

- Submission to that conduct is made a term (even implied) or condition of someone's employment; or
- Submission to, or rejection of, that conduct by someone is used as a basis for the type of work of that person; or
- That conduct unreasonably interferes with someone's work or creates an intimidating, hostile, or offensive environment in which to work.

Examples of Harassment

Harassment may occur even if the person doing it did not do it deliberately. The following are some examples of conduct which, if unwelcome, may be harassment depending upon all the circumstances, including the severity of the conduct and how long it goes on for:

- Sexual advances; physical touching or not;
- Requests for sexual favours for actual or promised job or benefits such as favourable reviews, more pay, promotions, more benefits, or continued work;
- Sexual jokes
- Use of sexual swearing, written or oral references to sexual conduct, gossip regarding someone's sex life, comments about someone's body or sexual activity or deficiencies or ability;
- Displaying sexual objects, pictures, cartoons;
- Leering, brushing against someone's body, sexual gestures, suggestive or insulting comments;
- Asking about someone's sexual activities,
- Assault or forced sexual acts,
- Making fun of someone,
- Spreading rumours,
- Threats or insults,
- Name calling,
- Swearing,
- Putting pornographic material on email, walls, computer screens, etc,

- Unwelcome practical jokes,
- Mimicking someone with a disability
- Following a co-worker home,
- Excluding someone from work activities
- Wolf whistling
- Unnecessary and unwanted pinching, patting, touching, leaning on, etc,
- Pushing, shoving,
- Apprentice “initiations”.

Guardian Angel Home Care Anti-Harassment Policy

Guardian Angel Home Care’ aim is to provide its workers with an environment which supports respect for the individual where all may do their work free from all types of harassment.

Guardian Angel Home Care’ Anti-Harassment Policy is that any harassment including harassment based on race, religion, colour, sex, sexual preference, age, national origin, ethnic group, or disability, towards any co-worker in the workplace is not acceptable behaviour for a Guardian Angel Home Care employee.

Are You Unintentionally Harassing?

Harassment is the use of insulting comments or acts directed toward someone’s sex, sexual orientation, race, colour, religion, nationality, ethnic group, disability, or age. It includes any verbal and/or physical conduct which:

- Humiliates, offends, upsets or scares someone; or
- Interferes with their work performance; or
- Violates someone’s personal legal rights

Harassment is not always deliberate. Some things that, to you, may be just funny or doesn’t matter may hurt or offend someone else. Often this involves someone or a group using their power in the wrong way over others. Guardian Angel Home Care requires you to respect and tolerate the differences of others in the workplace.

Guardian Angel Home Care considers harassment a very serious matter. Any person found to be engaging in harassment in the workplace, including sexual harassment, or who assists with or inflames such conduct, will be subject to disciplinary action, up to and including termination of employment.

Also, anyone who retaliates against any someone for making a complaint or for helping with an investigation of a complaint will be disciplined.

Signed By:

Name - Dennis Corea

Position - Secretary

Signature - 

Acknowledged By:

Name -

Position -

Signature -