

**FWC policy on Protection from Harassment,
Intimidation, Sexual Exploitation Abuse and Bullying**

Family Wellbeing Centre

Policy statement

Family Wellbeing Centre has a zero-tolerance policy towards inaction against sexual harassment, intimidation, bullying, exploitation, and abuse in the workplace. At FWC, we believe all people have a right to live their lives free from any form of violence regardless of age, gender, sexuality, sexual orientation, disability, religion or ethnic origin. We recognize that there are unequal power dynamics across the organization and in relation to those we serve, and that we face risk of some people exploiting their position of power for personal gain.

FWC will not tolerate its volunteers, employees, consultants, partners or any other representative associated with the delivery of its work carrying out any form of sexual harassment, sexual exploitation or sexual abuse. FWC commits to supporting survivors, improving safeguarding capacity, reporting, investigating, responding, and preventing sexual harassment and sexual exploitation and abuse.

FWC expects the same high standards from all of our partners, contractors, suppliers and all third parties working with Family Wellbeing Centre, including taking measures to provide a safe and healthy working environment including protection from sexual harassment, intimidation, bullying, exploitation, and abuse at work.

Our values and principles

This policy applies to all persons working for us or on our behalf in any capacity, including employees at all levels, directors, officers, agency workers, seconded workers, volunteers, interns, agents, contractors, external consultants, third-party representatives, suppliers and business partners. It applies during or outside of working hours, every day of the year.

Definitions of Harassment, Intimidation and Bullying

Harassment: consists of unwanted conduct, whether verbal, physical or visual, which is related to a person's sex, gender, marital status, sexual orientation, race (including colour, nationality or ethnic or national origin), religion or belief, age or disability with the purpose or effect of violating the dignity of a person or creating an intimidating, hostile, degrading, humiliating or offensive environment. Such conduct may take place on a single occasion or on several occasions.

Sexual Harassment: consists of unwanted conduct of a sexual nature, which has the purpose or effect of violating the dignity of a person or creating an intimidating, hostile, degrading, humiliating or offensive environment. Such conduct may take place on a single occasion or on several occasions.

Sexual Harassment may take the form of unwelcome physical, verbal or non-verbal conduct directed at a person or group of persons, which may include - but is not limited to - the following:

- a) unwanted physical contact, ranging from touching to sexual assault and rape;
- b) verbal forms of sexual harassment including unwelcome sexual innuendoes, suggestions and hints, sexual advances, comments with sexual overtones, sex-related jokes or insults, comments about a person's body or enquiries about a person's sex life or sexual orientation;
- c) non-verbal forms of sexual harassment including unwelcome gestures, whistling, indecent exposure or the unwelcome display of sexually explicit pictures or objects;
- d) unwanted messages of a sexual nature that are sent via email, SMS, Skype, voice messages and other electronic means, whether using SCI IT/devices or personal mobiles/equipment; or
- e) Harassment of a sexual nature that is linked to recruitment/employment opportunities, promotion, training or development opportunities or the offer of salary increments or other employee or worker benefits in exchange for sexual favours.

Intimidation: is the unreasonable use of status or authority to require or coerce an individual to perform an action or task, which the individual knows to be inappropriate and/or disrespectful, illegal, or indirect conflict with SCI policy or procedure.

Bullying: is any repeated offensive, abusive, intimidating, malicious or insulting behaviour which:

- a) Makes the recipient feel upset, threatened, humiliated or vulnerable or undermines their self-confidence or causes them to suffer stress or feel upset; and a reasonable observer would identify as amounting to bullying behaviour.

Sexual Exploitation: Any actual or attempted abuse of a position of vulnerability, differential power, trust, or dependency, for sexual or sexualized purposes. This includes the offer or promise of monetary, social, political benefits as an incentive or form of coercion.

Sexual Abuse: The threatened or actual physical intrusion of a sexual or sexualized nature, including inappropriate touching, by force. It may also include threatened or actual non-physical intrusion (unwanted and/or uninvited exposure to pornography, texts, images, and so on, the sharing of images, texts and so on, demands for sexualized photographs etc.).

Discriminatory and disrespectful behaviour: Other forms of harassment [that] may relate to a person's gender, marital status, race (including colour, nationality or ethnic or national origin), religion or belief, age or disability and may involve bullying or intimidation or both.

Zero Tolerance: At FWC, we have a culture of zero tolerance for all forms of abuse and mistreatment, including Sexual Exploitation and Abuse, Harassment, Intimidation and Bullying.

- This means that every single concern is fully responded to and where necessary prompt action (including conducting an investigation and taking disciplinary action, if applicable) is taken.
- It means that we will hold our people to account against the same standards and subject them to the same processes, as everyone else regardless of their position or reputation within the organization.