ANTI - DISCRIMINATION AND BULLYING POLICY

ANC is an equal opportunity employer and education provider. All employees and students are treated on their merits, without regard to race, sex, marital status or any other factor not applicable to their situation. Employees are valued according to how well they perform their duties and their ability to maintain College standards of service.

The college does not tolerate any form of discrimination or bullying. We believe all employees and students have the right to work and study in an environment free of discrimination and bullying.

Discrimination and bullying undermine harmonious relationships and may cause low morale, absenteeism and resignations amongst staff and absenteeism and poor results for students.

Under Federal and Victorian State Anti-Discrimination Laws, discrimination in employment on the following grounds is against the law:-

- Age
- Parental Status
- Physical features
- Career Status
- Lawful Sexual activity
- Pregnancy
- Gender identity
- Breastfeeding
- Sexual orientation
- Industrial activity
- Sex
- Political belief or activity
- Race
- Religious belief or activity
- Disability
- Marital status

Managers and other supervisors of staff are required to ensure that all employees and students are treated fairly and equitably and are not subject to discrimination. They will also ensure that complainants and witnesses are not victimized in any way.

Any reports of discrimination or bullying will be treated seriously and sympathetically by ANC, and will be investigated promptly, thoroughly, confidentially and impartially. A written complaint is required. Disciplinary action will be taken against anyone found to be guilty of discriminating against a co-worker, student or fellow student. Disciplinary action may involve a warning, transfer, counselling, demotion, dismissal or expulsion depending on the circumstances.

All reports of bullying/discrimination should be made to the Campus Officer by completing the Complaint Form.