



MARIAN COLLEGE

ANTI-DISCRIMINATION POLICY

Marian College (the College), inspired by the Brigidine Sisters and Gospel teachings, fosters a nurturing environment focused on strength and kindness. Our Vision Statement guides us as an educational community, emphasising faith, love, service, achievement, and forward-thinking.

The College is owned by the Trustees of Kildare Ministries and is operated and governed by Kildare Education Ministries (KEM).

Purpose

The purpose of this policy is to provide a safe working environment which is fair and free from discrimination, harassment, and bullying. All workers and other people with whom we come into contact as part of our work, will be treated professionally, fairly, and always with respect.

Policy

The College is committed to decisions regarding:

- Advertising, job descriptions, and selection procedures.
- Conditions of employment and pay.
- Training opportunities.
- Rostering and allocating of work.
- Performance management and termination procedures.
- Promotion opportunities.

Will be done on the basis of merit and the inherent requirements of the job and reasonable operational requirements. Workers will not be disadvantaged because of personal characteristics or assumed personal characteristics that are irrelevant for their role.

Where workers have a disability, The College will seek to take all reasonably practicable measures to accommodate the disability and to enable the worker to perform their role.

Response Procedures

If you believe you have been the subject of discrimination, you should take prompt action in accordance with the procedures set out in *What to Do if You Feel You Have Been Discriminated Against, Harassed, or Bullied*.

Leader's Responsibilities

Line managers and supervisors are responsible for ensuring that workers are treated fairly and with respect, and in particular:

- Model appropriate standards of behaviour.
- Take steps to educate and make workers aware of their obligations under this Policy and the law.
- Intervene quickly and appropriately when they become aware of inappropriate behaviour.
- Act fairly to resolve issues and enforce workplace behavioural standards, making sure relevant parties are heard.
- Help workers resolve complaints informally.
- Refer formal complaints about breaches of this Policy for investigation.

- Ensure staff who raise an issue or make a complaint are not victimised.

Staff and Senior Leadership Responsibilities

All staff and senior leaders:

- Are expected to treat all workers, including, volunteers, clients, suppliers, contractors, and any other person in the course of their work, fairly, professionally, and with respect
- Are expected to avoid making decisions based on unlawful grounds of discrimination
- Where they have witnessed discrimination in the workplace are encouraged to report this to the Assistant to the Principal – Staff Development.

Implementation

This Policy is implemented through a combination of:

- Staff training
- Effective incident notification procedures
- Initiation of corrective actions where necessary.

Breach of Policy

Where an employee breaches this Policy, The College will take disciplinary action, including in the case of serious breaches, summary dismissal. A breach of this Policy includes conduct by a staff member which causes, instructs, induces, aids, or permits any harassment or unlawful discrimination. Engaging in unlawful discrimination or harassment may result in legal action being taken against the perpetrator and The College.

Supporting Documentation:

- Employment Policy for KEM Schools
- KEM Professional Standards Policy
- Media Guidelines
- Staff Harassment Policy
- Anti-Discrimination Policy
- Occupational Health and Safety Policy

Definitions

For the purpose of this policy the following terms are defined as follows:

Direct and Indirect Unlawful Discrimination	<p>Unlawful discrimination can occur:</p> <ul style="list-style-type: none"> • Directly: when a person or group is treated less favourably because of a personal characteristic protected by law, for example, a worker is refused a promotion because they are "too old". • Indirectly: when an unreasonable requirement, condition, or practice is imposed that has or is likely to have, the effect of disadvantaging people with a personal characteristic protected by law, for example providing training opportunities only to full-time staff, thereby excluding workers who are working part-time due to their carer responsibilities.
What is Not Unlawful Discrimination?	<p>It is not unlawful to discriminate against a person on the basis of their being in one of the protected categories, provided it is based on a reasonable requirement of the job or operation.</p>

Document History

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