

## Who can you talk to?

### Discrimination and Harassment Advisers

The University strongly recommends that staff or students who have concerns about harassment, discrimination or bullying contact a University Discrimination and Harassment Adviser.

Discrimination and Harassment Advisers assist University staff members and students by:

- ▶ Listening and assisting in clarifying the issues that are concerning them
- ▶ Providing information about discrimination, harassment and bullying
- ▶ Explaining and exploring the options so people can make an informed decision
- ▶ Providing support, follow up and referral to others where appropriate

It is not the adviser's role to:

- ▶ Investigate or in any way resolve complaints
- ▶ Make a complaint or take any action on behalf of others
- ▶ Act as an advocate
- ▶ Mediate between the parties

Contact details for your local Discrimination and Harassment Advisers can be found at: [www.acu.edu.au/policy/175819](http://www.acu.edu.au/policy/175819)

## Need Additional Support?

Dealing with these issues can be distressing and can impact on people's well being. If you need someone to talk to there is support available.

### For Students

The Student counselling service is available on every campus. Contact details of counsellors can be found at: [www.acu.edu.au/43918](http://www.acu.edu.au/43918)

### For Staff

The Employee Assistance Program (EAP) provides confidential support and assistance to staff members and their immediate family members in relation to issues and concerns they may have. The EAP can be contacted at 1800818728.

Together, we can eliminate  
**DISCRIMINATION,  
HARASSMENT  
& BULLYING** at ACU



Working Together

## It's difficult but we can do it together

Together, we can eliminate behaviours such as harassment, discrimination and bullying. We can create a safe, healthy and supportive environment for everyone.

You may be uncomfortable or even scared to approach someone for help if you have experienced or observed unwanted behaviour.

Remember, these behaviours are unlawful, against University policy and are not tolerated. More importantly, they do not represent the Mission for the University.

We understand this, and have created a network of advisers who are available to talk through the issues confidentially and guide you in the right direction.

Zero tolerance means exactly that. By approaching someone for assistance, you are helping to create a better place to work and study for all of us at ACU.

## ACU Policy

ACU is committed to providing an environment in which staff and students can work and study free from discrimination and harassment. Discrimination and harassment are unlawful and against University policy. They constitute unacceptable behaviour and are not tolerated.

## Discrimination

Unlawful discrimination occurs when someone, or a group of people, is treated less favourably than another person or group due to their:

- ▶ Race, colour, national or ethnic origin
- ▶ Sex, pregnancy, breastfeeding or marital status
- ▶ Age
- ▶ Disability
- ▶ Religion
- ▶ Sexual preference
- ▶ Trade union activity
- ▶ Or some other characteristic specified under anti-discrimination or human rights legislation.

## Harassment

Harassment is unwanted behaviour and can take many forms. It may involve inappropriate actions, behaviour, comments or physical contact that is unwanted and causes offence. If this behaviour makes you feel uncomfortable, humiliated, intimidated, insulted or offended, then it may constitute harassment, whether it occurs only once or many times.

Unlawful harassment is when the unwanted behaviour is based upon one or more of the attributes, such as race or sex listed in the anti-discrimination legislation described above. It can also happen if someone is working in a "hostile" or intimidating environment.

## Bullying

Bullying is a form of harassment which is repeated, unreasonable behaviour directed towards a member of the University community which creates a risk to health and safety.

## Unlawful harassment or bullying may include:

- ▶ Denigrating comments or insinuations, such as sexual or racist jokes
- ▶ Gratuitous comments about a person's appearance, religious practices or sex life
- ▶ Derogatory or demeaning comments or jokes based on stereotypical assumptions about group behaviour, values, culture or ability
- ▶ Offensive communications (such as posters, e-mails, SMS or telephone messages, or photos)
- ▶ Insults, taunting, or name calling
- ▶ Suggestive behaviour such as invasion of personal space or unwanted physical contact
- ▶ Intimidating or excluding a person from employment or academic activities
- ▶ Demands or requests for a sexual relationship in return for some academic or employment-related benefit

## What harassment or discrimination is not:

It is not legitimate comment, advice, or administrative action (including negative feedback) from supervisors or lecturers on work or academic performance or behaviour.

## What can you do about it?

If you are concerned about an issue involving discrimination, harassment or bullying you have a number of options:

- ▶ Deal with the matter individually if you feel comfortable doing so
- ▶ Contact a University Discrimination and Harassment Adviser
- ▶ Speak to your nominated supervisor (or their manager)
- ▶ Speak with a union representative
- ▶ Make a formal complaint using the University's Grievance Management Policy or Student Complaint Management Policy
- ▶ Lodge a complaint with the relevant state Equal Opportunity or Anti-Discrimination Commission or the Federal Human Rights Commission