



RACIAL DISCRIMINATION POLICY

1. SCOPE

This policy applies to all the following personnel, whether they are in a paid, unpaid or voluntary capacity:

- individuals sitting on boards, committees, sub-committees or other formal structures within Wollongong Wolves Football Club.
- all staff, including managers and supervisors; full-time, part-time or casual, temporary or permanent staff; job candidates; student placements, apprentices, contractors, sub-contractors and volunteers.
- coaches and assistant coaches; support personnel (e.g. physiotherapists, psychologists, masseurs, dieticians and sport doctors); athletes and players; referees and other officials; and spectators.

This policy also covers:

- how Wollongong Wolves Football Club provides services to customers, suppliers, members and patrons and how it interacts with other members of the public.
- all aspects of employment, recruitment and selection; conditions and benefits; training and promotion; task allocation; hours; leave arrangements; workload; equipment and transport.
- on-site, off-site or after-hours work; work-related social functions; conferences – wherever and whenever staff may be as a result of their Wollongong Wolves Football Club duties.
- staff treatment of other staff, of clients, and of other members of the public encountered during their Wollongong Wolves Football Club duties.
- how Wollongong Wolves Football Club interacts and manages volunteer and spectator behaviour.
- how Wollongong Wolves Football Club interacts and uses social media and online communications.

2. AIMS

Wollongong Wolves Football Club is committed to providing a safe, inclusive, flexible and respectful environment for staff and clients free from all forms of racism, racial discrimination and harassment.

All Wollongong Wolves Football Club staff are required to treat others with dignity, courtesy and respect.

By effectively implementing our Workplace Racial Discrimination Policy we The Wollongong Wolves Football Club commit to providing an environment for all workplace participants that promotes respectful and positive behaviour and values.

3. STAFF RIGHTS AND RESPONSIBILITIES

All staff are entitled to:

- recruitment, selection, retention and internal progression decisions that are based on an equity framework that strives to create a culturally diverse and inclusive workplace.
- a workplace free from racial discrimination and harassment.
- the right to raise issues or to make an enquiry or complaint in a reasonable, respectful and confidential manner without being victimised.
- reasonable flexibility in working arrangements, especially where needed to accommodate any family, cultural, kinship responsibilities or religious beliefs.

All staff must:

- follow the standards of behaviour outlined in this policy.
- respect the confidentiality of the complaint resolution procedures.
- treat everyone with dignity, courtesy and respect at all times.
- act in accordance with the member protection policy, to be responsible and accountable for their behaviour at all times.

3.1 ADDITIONAL RESPONSIBILITIES OF MANAGERS AND SUPERVISORS

Managers and supervisors must also:

- model appropriate standards of behaviour.
- take steps to educate and make staff aware of their obligations under this policy and the law.
- intervene quickly and appropriately when they become aware of inappropriate Behaviour.
- ensure staff who raise an issue or make a complaint are not victimised.
- ensure that recruitment decisions are based on an equity framework and that no discriminatory requests for information are made.

- consider requests for flexible work arrangements in accordance with the employer's legal obligations.

4. UNACCEPTABLE CONDUCT

Racism, racial discrimination and harassment, racial vilification, and racial hatred, are unacceptable at Wollongong Wolves Football Club.

Staff (including managers) found to have engaged in such conduct might be counselled, warned or disciplined. Severe or repeated breaches can lead to formal discipline up to and including dismissal.

4.1 RACIAL DISCRIMINATION

Racial discrimination occurs when a person is treated less favourably, or not given the same opportunities, as others in a similar situation, because of their race, the country where they were born, their ethnic origin or their skin colour. The Racial Discrimination Act 1975 (Cth) (RDA) makes it unlawful to discriminate against a person in Australia because of their race, colour, descent, national origin or ethnic origin, or immigrant status. The RDA protects people from racial discrimination in many areas of public life, including employment, education, getting or using services, renting or buying a house or unit, and accessing public places.

It is also against the law to treat someone unfavourably because you assume they have a personal characteristic or may have it at some time in the future, or because they have an association with someone who has, or is assumed to have, one of these characteristics.

4.2 RACIAL HATRED

Racial hatred is also unlawful under the RDA. Racial hatred involves behaviour such as saying something in public that is reasonably likely to offend, insult, humiliate or intimidate a person or group because of their race, colour, or national or ethnic origin.

4.3 VICTIMISATION

Victimisation is subjecting or threatening to subject someone to a detriment because they have asserted their rights under the law, made a complaint, helped someone else make a complaint, or refused to do something because it would be discrimination or victimisation. Victimisation is against the law.

It is also victimisation to threaten someone (such as a witness) who may be involved in investigating an equal opportunity concern or complaint.

Victimisation is a very serious breach of this policy and is likely (depending on the severity and circumstances) to result in formal discipline against the perpetrator.

Wollongong Wolves Football Club has a zero-tolerance approach to victimisation.

4.4 CONFIDENTIALITY

Confidentiality is central to the complaint handling process. Breaching confidentiality can have significant negative consequences for all those involved, and as such needs to be respected by all parties.

It is unacceptable for staff at Wollongong Wolves Football Club to talk with other staff members, customers, suppliers or other workplace participants about any complaint of racial discrimination.

Breaching the confidentiality of a complaint investigation or inappropriately disclosing personal information is a serious breach of this policy and may lead to formal discipline.

5. JOB EQUITY AT WOLLONGONG WOLVES FOOTBALL CLUB

All recruitment, job selection and retention decisions at Wollongong Wolves Football Club will be based on an equity framework that recognises the value of a culturally diverse and inclusive workplace.

The equity framework should include regular assessments of potential barriers to recruitment and internal progression for people of culturally and linguistically diverse, or First Nations communities, and implementing measures to address these.

It is unacceptable and may be against the law to ask job candidates questions, or to in any other way seek information, about their personal characteristics, unless this can be shown to be directly relevant to a genuine requirement of the position.

6. RESOLVING ISSUES AT WOLLONGONG WOLVES FOOTBALL CLUB

Wollongong Wolves Football Club strongly encourages any staff member who believes they have been discriminated against, harassed, vilified or victimised to take appropriate action.

Resolving issues should follow the Wollongong Wolves Football Club complaint handling policy and should:

- centre the experiences of the target person/s.
- follow a trauma-informed complaint handling process.
- include employer obligations regarding support for the target of the alleged discrimination as well as the alleged perpetrator.
- be transparent and clear, and ensure the target is aware of the steps that may be taken, and is regularly informed of the progress and actions as they are taken.
- provide the opportunity to make a complaint without reprisal.

- incorporate a review of organisational practices and structures that potentially contributed to the alleged instance of racial discrimination, harassment, vilification or victimisation.
- prompt the organisation to seek advice from independent experts to meet any cultural or mental health needs throughout the complaints handling process.

6.1 SUPPORTING PERSON/S INVOLVED IN A RACIAL DISCRIMINATION ISSUE

Wollongong Wolves Football Club understands that person/s involved in a racial discrimination issue may require additional support during and after the complaint handling process.

Wollongong Wolves Football Club has developed a set of resources to provide to the person/s during the process so that they may access support.

7. MORE INFORMATION

If you have a query about this policy or need more information, please contact Susan Gatt on admin@wollongongwolves.com.au.