

Edgeworth Child Care Centre Inc.

Equal Opportunity Policy

Aim

Edgeworth Child Care Centre is committed to the principles of Equal Opportunity in relation to community access to the Education and Care Service and the appointment of Educators and other staff. **Individuals will be treated with respect regardless of their gender, race, religion, age, impairment, marital status, political conviction, pregnancy, family responsibility or family status.** Edgeworth Child Care Centre will actively promote the positive aspects of diversity and encourage acceptance and appreciation of individual differences.

Legislative Requirements

Equal Employment Opportunity (Commonwealth Authorities) Act 1987
Anti-Discrimination Act 1977
A New Tax System (Family Assistance) Act 1999
Education and Care Services National Law Act 2010
Education and Care Services National Regulations 2011
National Quality Standards 2011

Who is affected by this policy?

Educators
Staff
Children
Parents
Families

Implementation

- The Education and Care Service will have up to date information regarding Equal Opportunities Legislation.
- Parents, Educators and other staff will be given clear instructions about the Commonwealth "Priority of Access Guidelines".
- Equal Opportunity principles will be an integral part of the service's daily programs and routines. Children will be given positive experiences which encourage equal opportunity. Programs will actively include opportunities for the children to experience diversity of culture, gender roles etc.
- Educators and all other staff will treat individual children and their families with respect. They will take into account individual differences in language, attitudes, abilities, assumptions and expectations.
- Children with additional needs will not be discriminated against.
- All staff will be selected and employed according to equal opportunity guidelines. In NSW, employers must not treat job applicants and employees unfairly or harass them because of their age, carer's responsibilities; disability; homosexuality; marital or domestic status; race; sex (including pregnancy and breastfeeding); or transgender status.
- Where there is a strong cultural community within the service and/or surrounding area, management will make every effort to include staff from that community at the service.
- Applicants with additional needs who apply for advertised positions will be assessed according to the selection criteria.
- During orientation the Education and Care Service will provide relevant information to Educators and Staff concerning procedures to be followed in the event of harassment or discrimination in the workplace.

- Clear guidelines on Grievance Procedures will be developed in accordance with the State and Federal Equal Opportunity Legislation and made available to Educators and all Staff Members.
- The Approved Provider/Nominated Supervisor will be trained to:
 - identify discriminatory and harassing conduct;
 - publicise Equal Opportunity policy and complaints procedures to all Educators and other Staff;
 - train all Educators and other Staff on the steps to report current complaints;
 - investigate and document complaints.

The Approved Provider/Nominated Supervisor will ensure that this policy is maintained and implemented at all times.

Sources

Educational Services (Teachers) Award 2010

Children's Services Award 2010

National Employment Standards

Federal Awards www.fairwork.gov.au Retrieved 25 10 17

Equal Employment Opportunity (Commonwealth Authorities) Act 1987

Guidelines for Managers and Supervisors: Preventing Discrimination and Harassment, Promoting Equal Opportunity

Anti-Discrimination Act 1977

Education and Care Services National Law Act 2010

Education and Care Services National Regulations 2011

Guide to National Quality Standards 2011

NSW Department of Education www.dec.nsw.gov.au Retrieved: 25 10 17

Review

The policy will be reviewed annually. Review will be conducted by management, employees, parents and any interested parties.

Reviewed: 25 October 2017

Date for next review: October 2018