



## **SOUTH AUSTRALIAN CLAY TARGET ASSOCIATION Inc**

### **CODE OF CONDUCT**

### **POLICY ON HARASSMENT**

#### **POLICY No. 3**

#### **1.0 Policy**

**1.1** The South Australian Clay Target Association Inc is committed to providing a sport free of harassment, where individuals are treated with respect and dignity. The South Australian Clay Target Association Inc will not tolerate harassing behaviour under any circumstances and will take disciplinary action against anyone who breaches the policy.

**1.2** This policy applies to all Executive Council Members, volunteers, coaches, officials, players, professional personnel and members of the South Australian Clay Target Association Inc.

**1.3** This policy applies to behaviour occurring both within and outside the course of the South Australian Clay Target Association Inc business, activities and events, when the behaviour involves individuals associated with the South Australian Clay Target Association Inc and negatively affects relationships within the organisation's sport and work environment.

#### **2.0 Definition**

**2.1** The definition of harassment immediately following has been adopted by the South Australian Clay Target Association Inc for the purpose of this policy it includes and goes beyond what is prohibited by law and does not distinguish between the various types of harassment.

**2.2** Harassment occurs when a person is treated less favourably or made to feel intimidated, insulted or humiliated based on certain personal characteristic, such as age, race, sex, pregnancy, breastfeeding, marital status, disability, sexual orientation, gender identity or intersex status, making derogatory comments about a person's race, religion or sexuality.

**2.3** Harassment can include behaviour such as telling insulting jokes about racial groups; sending explicit or sexually suggestive/explicit emails or text messages; displaying racially offensive or explicit pornographic posters or screensavers; making derogatory comments or taunts about a person's race, religion, age, identity, disability; asking intrusive questions about a person's personal life, including his or her sex life.

Sexual harassment is any unwanted or unwelcome sexual behaviour where a reasonable person would have anticipated the possibility that the person harassed would feel offended, humiliated or intimidated.

Harassment linked to the disability of a person or their associate is against the law.

A one-off incident can constitute harassment.

**2.4** Jokes and behaviour which are genuinely enjoyed and consented to by everyone present are not harassment, sexual interaction or flirtation that is based on mutual attraction of friendship, and which is consensual or invited, is not sexual harassment.

### **3.0 Responsibilities**

**3.1** The South Australian Clay Target Association Inc is responsible for taking all reasonable steps to prevent harassment and ensuring its position is widely known through all levels of the South Australian Clay Target Association Inc activities.

**3.2** The South Australian Clay Target Association Inc will ensure that appropriate procedures are identified to handle harassment complaints.

**3.3** All Executive Council members, members and other persons associated with the South Australian Clay Target Association Inc are responsible for complying with this policy.

### **4.0 Confidentially**

**4.1** The South Australian Clay Target Association Inc Executive Council members and officers responsible for implementing this policy will keep confidential the names and addresses related to harassment complaints, unless disclosure is necessary as part of the disciplinary or corrective process.

### **5.0 Complaint procedures**

**5.1** The South Australian Clay Target Association Inc Council recognises that natural justice is very important and must be applied in the investigation and adjudication of a dispute.

**5.2** Complaints can be made to a Member Protection Officer, Executive Member, Club President, Accredited Coach and if the issue cannot be resolved then The South Australian Clay Target Association Inc Executive Council will investigate all complaints of harassment.

### **6.0 Disciplinary Action**

**6.1** Disciplinary action will be taken by the South Australian Clay Target Association Inc against anyone who is found to be in breach of this policy.

**6.2** The discipline will depend on the severity of the case and may involve an apology, counselling, suspension, dismissal or other form of action.

**6.3** Disciplinary action will also be taken against any person who has falsely complained of harassment.

### **7.0 Right to Appeal**

**7.1** Any person found guilty by the South Australian Clay Target Association Inc Executive Council has the right to appeal the decision and recommendation made by the South Australian Clay Target Association Inc Executive Council if a matter of procedure, bias, or fairness is called into question. An appeals panel made up of members other than those who formed the original review panel should handle formal appeals.

## **REFERENCE**

Australian Clay Target Association Inc – Shooting Rules – Trap, skeet & ACTA Sporting – effective 1<sup>st</sup> January 2006

## **REFERENCE**

Adopted by the Executive Committee of ACTA

**AUTHORITY - SACTA Executive**

<b>ENDORSED 10<sup>th</sup> March 2007</b>
<b>Reviewed 16<sup>th</sup> May 2008</b>
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