



Policy & Procedures

Paradise FM 101.9

Cherry Street Ballina NSW 2478

Workplace Discrimination and Harassment Policy

Purpose:

Paradise FM Community Radio Station is committed to providing a safe, diverse, flexible, and respectful environment for staff and clients free from all forms of discrimination, bullying and sexual harassment.

Policy:

All Paradise FM Community Radio Station staff and volunteers are required to treat others with dignity, courtesy, and respect.

All staff are entitled to:

- recruitment and selection decisions based on merit and not affected by irrelevant personal characteristics.
- work free from discrimination, bullying and sexual harassment.
- the right to raise issues or to make an enquiry or complaint in a reasonable and respectful manner without being victimised or shown non acceptance of diversity.
- reasonable flexibility in working arrangements, especially where needed to accommodate their family responsibilities, diversity, disability, religious beliefs, or culture.

Procedure:

All staff shall:

- Follow the standards of behaviour outlined in this policy.
- Avoid gossip and respect the confidentiality of clients, staff, and volunteers who engage with Paradise FM.
- Treat everyone with dignity, courtesy, and respect.
- Discrimination, bullying, non-acceptance of diversity and sexual harassment are unacceptable at Paradise FM Community.
- 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.

Policy: Workplace Discrimination and Harassment Policy			
Effective Date:	June 2022	Review Date:	June 2025
Version: 01		Uncontrolled when printed	



- Paradise FM Community Radio Station strongly encourages any staff member who believes they have been discriminated against, bullied, sexually harassed, or victimised to take appropriate action by contacting the Manager in the first instance.
- Staff who do not feel safe or confident to take such action may seek assistance from contacting the Chair of Paradise FM Committee to lodge any grievance if no outcome has been achieved by contacting the manager in the first instance.

Related Legislation: Sex Discrimination Act 1984
Racial Discrimination Act 1975
Disability Discrimination Act 1992
Age Discrimination Act 2004
Australian Human Rights Commission Act 1986
Community Broadcasting Association of Australia

Consulting Bodies: Paradise FM Committee

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