



Bullying and Sexual Harassment Policy

Policy Level:	BOARD
Commencement Date:	December 2019
Revision Dates:	Biennially
Date of Last Review:	February 2022

Performing Arts Centre Society is an Incorporated Association that trades under the name The Blue Room Theatre. Performing Arts Centre Society (PACS) have a board of management that governs over The Blue Room Theatre and any reference to Performing Arts Centre Society (PACS) or The Blue Room Theatre (TBRT) are to be considered interchangeable.

POLICY

The Blue Room Theatre aims to provide the best possible working environment for all employees, company members, board members and volunteers working with us; one that is based on goodwill and respect.

Everyone working in and with The Blue Room Theatre is expected to recognise that each individual has a right to a working environment which encourages respectful, considerate, dignified and non-sexualised working relationships. It is everyone's duty to treat their colleagues with dignity and respect. The Blue Room Theatre is opposed to harassment and bullying in any form. Every employee, company member, board member and volunteer is responsible for their own behaviour in this regard and any threatening, aggressive, bullying behaviour, harassment or unwanted sexual attention, language or behaviour may result in disciplinary action.

Harassment includes any behaviour that is offensive, intimidating, humiliating or hostile; which interferes with individuals' work; which causes fear for the harassed person and behaviour which sexualises the workplace. Harassment based on age, sex, race, disability, sexual orientation, gender reassignment, ethnic or national origins, religion or belief, or harassment of a sexual nature is unlawful and may render the persons responsible personally liable for legal action or even criminal proceedings.

This policy on harassment and bullying applies to:

- All workers (as defined by the Work Health Safety Act 2020) which includes:

- All employees of TBRT, including full time, part time and casual employees and those employed under auspice production agreements;
- All contractors and subcontractors of TBRT
- All volunteers, including Board and subcommittee members, working group members, ushers, interns and student placements
- Production company members, as defined by the MEAA Independent Theatre Code, being any person working on an independent production with a production agreement with The Blue Room Theatre or delivering events as independent practitioners with The Blue Room Theatre.
- All TBRT members; and
- All audience and general public visitors to TBRT.

Definitions:

Please see the [Fair Work definition](#) of Bullying. Please see the [Safe Work definition](#) of Sexual Harassment.

Principles:

- Everyone working at or with The Blue Room Theatre is expected to consider the impact that their actions or comments may have on others and to take responsibility for their own behaviour.
- The Blue Room Theatre encourages someone with a concern to firstly directly address it with the individual(s) involved. This helps to foster an honest and open community and is often the fastest path to a resolution.
- The Blue Room Theatre encourages everyone to report instances of sexual harassment and bullying and to encourage their peers to do the same. Peer to peer support will help to create a working culture where inappropriate sexual behaviour or language is unacceptable and can be challenged either in the moment or through the formal procedure.
- All incidents reported to The Blue Room Theatre will be recorded in an incident log to help identify patterns.
- The Blue Room Theatre will support and participate in industry initiatives to raise awareness of sexual harassment and bullying in the workplace and which give people the confidence to challenge and change a working culture which condones bullying and inappropriate sexual behaviour or language.
- This policy is endorsed and supported by the Board of The Blue Room Theatre, who will support the Executive Director in managing reporting and complaint handling as appropriate.

Distribution and Adherence:

- This policy is shared with all workers at the commencement of their duties with The Blue Room Theatre and is available of TBRT's website for TBRT members, audience and visitors.
- Independent producers are briefed on this policy as part of the 'Producer briefings' that occur prior to the commencement of each season of works, as well as included in Producer Information Packs.

- This policy is included as an attachment to all production agreements, auspice production agreements or one-off event agreements and independent producers will be required to ensure that all company members are given copies of the Policy along with their copy of Collaborative Agreements.
- Adherence to the Policy will be a condition of entering into a production agreement with The Blue Room Theatre.
- The Board will review this policy biennially and update it as required to reflect industry standards and experience working with the policy. The Blue Room Theatre encourages those covered by the policy to provide feedback on the operation of the policy and input to its ongoing development.

Related Documents

- Complaint Reporting & Handling Procedure