

Personal Threat Policy

Purpose

It is the policy of Gtec Training and Development that everyone has the right to a safe and secure environment that is free from bullying/psychological harassment, violence or threat of violence. Gtec is committed to ensuring the safety of everyone in all facilities. This policy applies to all members of the community including, but not limited to: students, employees, volunteers and visitors who have a direct relationship and/or association with Gtec Training and Development.

In order to achieve this objective, Gtec will not tolerate any form of violence, threat of violence, bullying or harassment, or any situation that places members of the Gtec community in a position that may jeopardize their personal safety on Gtec property.

A personal safety/security threat is defined as a situation which may be in the form of harassment, an assault, sexual assault, assault causing bodily harm, threat of assault, uttering threats of death/damage, of an individual, or any other act that constitutes a violent act.

Commencement of Policy

This procedure will commence from the date of approval. It replaces all other Personal Threat Policies of Gtec Training and Development Pty Ltd.

Application of the Procedure

The Policy, within the work/study environment will apply to all members of the Gtec community including, but not limited to: all students, employees, committees, contractors, unions, councils/associations who have a direct relationship and/or association with Gtec Training and Development.

All employees and students at Gtec are responsible for maintaining and promoting a safe environment that is free from violence, assault, sexual assault, threat of assault, uttering threats of death/damage, harassment (criminal) or any situation that places an individual in a potentially unsafe situation.

Gtec recognises its responsibility to deal quickly, fairly, and effectively in situations of alleged, perceived or actual acts of violence, assault, sexual assault, threat of assault, uttering threats of death/damage or harassment (criminal) should they arise. A threatened individual, or any person who becomes aware of a safety/security threat to any other person on Gtec property, should immediately obtain assistance from a Gtec staff member.

Prevention, Education and Enforcement

Gtec Training and Development is committed to take whatever action is necessary to prevent any member of the Gtec community from being in a position that causes their personal safety and/or security to be at risk.

Gtec Training and Development is responsible for communicating to all employees, students, clients, the public, and/or contractors that violence is prohibited at Gtec Training and Development. This includes ongoing proactive education/prevention campaigns. Gtec is also responsible for communicating, monitoring, implementing and enforcing, where necessary, all aspects of the policy and procedures.

Definitions

The Policy will include coverage of:

Violence

Assault (Includes Assault Causing Bodily Harm)

Sexual Assault

Threat of Assault

Uttering Threats of Death/Damage

Harassment (Criminal)

A. Violence

Any hostile or violent act, gesture and/or comment that harms or has the intent to harm another individual within the Criminal Code Act 1995.

B. Assault (includes assault causing bodily harm)

Any hostile physical act by applying intentional force, such as striking, hitting, pushing or pulling, with or without a weapon by an individual, or individuals, against another person, with the intent to wound, maim or disfigure any person; or to endanger the life of any person; or to cause hurt or injury to a person that interferes with the health, safety or comfort of that person.

C. Sexual Assault

Sexual Assault is an assault within any one of the assault definitions which is committed in circumstances of a sexual nature such that the sexual integrity of the victim is violated.

D. Threat of Assault

Any hostile gesture with the intent of threatening assault, verbally or with gesture that threatens or endangers the safety, health, life, or freedom of any person.

E. Uttering Threats of Death/Damage

An act committed by a person who knowingly utters, conveys or causes any person to receive a threat; to cause death or bodily harm to any person; to burn, destroy or damage real or personal property; or to kill, poison or injure an animal belonging to that person.

F. Harassment (Criminal)

Any act made by an individual that causes another individual to fear for their safety or the safety of anyone known to them. Conduct, such as following a person from place to place, repeatedly communicating, either directly or indirectly with another person, besetting or watching a person or persons where they work, study, reside or carry on business; and/or engaging in threatening conduct directed at the person.

Reporting

All incidents/situations believed to be threats to personal safety/security must be reported to a supervisor or manager (Richard Roe and Greg Macintyre).