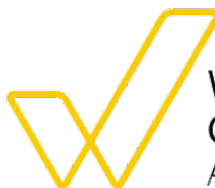Australian Government

Workplace
Gender Equality
Agency

2022 - 23 Gender Equality Reporting

Submitted By:

Trinity Anglican School Limited 69090630149

#Workplace Overview

Policies and Strategies

1. **Do you have a formal policy and/or formal strategy in place that specifically supports gender equality in the following areas?**
   Recruitment: Yes
   Policy

   Retention: No
   Currently under development
   Estimated Completion Date: 2024-06-30

   Performance management processes: Yes
   Policy
   Promotions: No.
   Other
   Other: Covered in our recruitment policy and EBA
   Talent identification/identification of high potentials: NoCurrently under development
   Estimated Completion Date: 2024-06-30

   Succession planning: No
   Currently under development
   Estimated Completion Date: 2024-06-30

   Training and development: Yes
   Policy
   Key performance indicators for managers relating to gender equality: NoOther
   Other: Informal objective

2. **Do you have a formal policy and/or formal strategy in place that supports gender equality overall?**
   NoOther
   Other: Covered in our recruitment policy and EBA

4. **If your organisation would like to provide additional information relating to your gender equality policies and strategies, please do so below.**

Governing Bodies

Organisation: Trinity Anglican School Limited
1.Name of the governing body: Trinity Anglican School Board of Directors
2.Type of the governing body: Board of Directors

Number of governing body chair and member by gender:

Chair		
Female (F)	**Male (M)**	**Non-Binary**
0	1	0
Member		
Female (F)	**Male (M)**	**Non-Binary**
2	5	0

4.Formal section policy and/or strategy: Yes
Selected value: Policy

6. Target set to increase the representation of women: No

Selected value:

Other

Other value: This is an informal strategic focus, but is not part of the formal policy or strategy

7. Do you have a formal policy and/or formal strategy in place to support gender equality in the composition of this organisation's governing body?
No
Selected value: Other
Other value: This is an informal strategic focus, but is not part of the formal policy or strategy

2. If your organisation would like to provide additional information relating to your gender equality policies and strategies, please do so below.

#Action on gender equality

Gender Pay Gaps

1. **Do you have a formal policy and/or formal strategy on remuneration generally?**
   No

   Salaries set by awards/industrial or workplace agreements

2. **What was the snapshot date used for your Workplace Profile?**
    2023-03-31
4. **If your organisation would like to provide additional information relating to gender pay gaps in your workplace, please do so below.**

Employer action on pay equality

1. **Have you analysed your payroll to determine if there are any remuneration gaps between women and men (e.g. conducted a gender pay gap analysis)?**
    No

Salaries for ALL employees (including managers) are set by awards or industrial agreements and there IS room for discretion in pay changes (for example because pay increases can occur with some discretion such as performance assessments)Non-award employees paid market rate

3. **If your organisation would like to provide additional information relating to employer action on pay equity in your workplace, please do so below.**

Employee Consultation

1. **Have you consulted with employees on issues concerning gender equality in your workplace during the reporting period?**
    NoOther
    Other Details: Consultation occurs through EBA negotiations.

2. **Do you have a formal policy and/or formal strategy in place on consulting employees about gender equality?**
    No
    Not a priority

3. **On what date did your organisation share your last year's public reports with employees and shareholders?**
    Employees:

    Shareholder:

4. **Have you shared previous Executive Summary and IndustryBenchmark reports with the governing body?**
Yes

5. **If your organisation would like to provide additional information relating to employee consultation on gender equality in your workplace, please do so below**.

#Flexible Work

Flexible Working

1. **Do you have a formal policy and/or formal strategy on flexible working arrangements?**
Yes
Policy

   1.1. **Please indicate which of the following are included in your flexible working arrangements strategy or policy:**
   A business case for flexibility has been established and endorsed at the leadership level
   No
   Other

   Other: Informal business case and agreement from Senior Leadership in order to develop the Flexible Working Policy
   The organisation's approach to flexibility is integrated into client conversations
   No
   Other

   Other: N/A
   Employees are surveyed on whether they have sufficient flexibility
   No
   Other

   Other: Resilience survey undertaken which provides indicators on satisfaction with work/life balance

   Employee training is provided throughout the organisation
   No

Other

Other: Guidance provided in flexible working policy
The impact of flexibility is evaluated (e.g. reduced absenteeism, increased employee engagement)
No
Insufficient resources/expertise

Flexible working is promoted throughout the organisation
No
Insufficient resources/expertise

Targets have been set for engagement in flexible work
No
Not a priority

Metrics on the use of, and/or the impact of, flexibility measures are reported to the governing body
No
Insufficient resources/expertise

Metrics on the use of, and/or the impact of, flexibility measures are reported to key management personnel
No
Insufficient resources/expertise

Leaders are held accountable for improving workplace flexibility
No
Not a priority

Leaders are visible role models of flexible working
No
Insufficient resources/expertise

Manager training on flexible working is provided throughout the organisation
No
Not a priority

Targets have been set for men's engagement in flexible work
No
Not a priority

Team-based training is provided throughout the organisation
No
Not a priority

> **Other:** Yes
> **Provide Details:** Policy promoting flexible working arrangements, and guideline for how to apply, review process etc

2. **Do you offer any of the following flexible working options to MANAGERS in your workplace?**
   Carer's leave: Yes
   SAME options for women and menFormal options are available; Informal options are available

   Compressed working weeks: Yes
   SAME options for women and menFormal options are available; Informal options are available
   Flexible hours of work: Yes
   SAME options for women and menFormal options are available; Informal options are available
   Job sharing: Yes
   SAME options for women and men

   Formal options are available; Informal options are available
   Part-time work: Yes
   SAME options for women and menFormal options are available; Informal options are available

   Purchased leave: No
   Not a priority
   Remote working/working from home: Yes
   SAME options for women and men
   Time-in-lieu: Yes
   SAME options for women and men

   Formal options are available; Informal options are available

   Unpaid leave: Yes
   SAME options for women and menFormal options are available; Informal options are available

3. **Are your flexible working arrangement options for NON-MANAGERS the same as the options for managers above?**
   Yes

5. **Did you see an increase, overall, in the approval of FORMAL flexible working arrangements for your workforce between the 2021-22 and the 2022-23 reporting periods?**
   Yes, women only

7. **If your organisation would like to provide additional information relating to flexible working and gender equality in your workplace, please do so below.**

#Employee Support

Paid Parental leave

1. **Do you provide employer-funded paid parental leave in addition to any government-funded parental leave scheme?**

   Yes, we offer employer funded parental leave using the primary/secondary carer definition

1. **If your organisation would like to provide additional information relating to paid parental leave and gender equality in your workplace, please do so below.**

Support for carers

1. **Do you have a formal policy and/or formal strategy to support employees with family or caring responsibilities?**

   Yes

   Policy

2. **Do you offer any of the following support mechanisms for employees with family or caring responsibilities?**

   2.1. **Employer subsidised childcare**

   Yes

   Available at ALL worksites

   2.2. **Return to work bonus (only select if this bonus is not the balance of paid parental leave)**

   No

   Not aware of the need

   2.3. **Breastfeeding facilities**

   Yes

   Available at ALL worksites

   2.4. **Childcare referral services**

   No

   Insufficient resources/expertise

   2.5. **Coaching for employees on returning to work from parental leave**

   No

Not aware of the need

2.6. Targeted communication mechanisms (e.g. intranet/forums)

No

Not aware of the need

2.7. Internal support networks for parents

No

Insufficient resources/expertise

2.8. Information packs for new parents and/or those with elder care responsibilities

No

Not aware of the need

2.9. Parenting workshops targeting fathers

No

Not aware of the need

2.10. Parenting workshops targeting mothers

No

Not aware of the need

2.11. Referral services to support employees with family and/or caring responsibilities

Yes

Available at ALL worksites

2.12. Support in securing school holiday care

Yes

Available at ALL worksites

2.13. On-site childcare

Yes

Available at ALL worksites

2.14. Other details: No

3. **If your organisation would like to provide additional information relating to support for carers in your workplace, please do so below.**

Sexual harassment, harassment on the grounds of sex or discrimination

1. **Do you have a formal policy and/or formal strategy on the prevention and response to sexual harassment, harassment on the grounds of sex or discrimination?**

Yes

Policy

1.3 Do you provide a grievance process in your sexual harassment policy and/or strategy?

2. Do you provide training on the prevention of sexual harassment, harassment on the ground of sex or discrimination to the following groups?
All Non-Managers

Yes

Voluntary question: All Non-Managers

9. If your organisation would like to provide additional information relating to measures to prevent and response to sexual harassment, harassment on the grounds of sex or discrimination, please do so below.

Family or domestic violence

1. Do you have a formal policy and/or formal strategy to support employees who are experiencing family or domestic violence?

Yes

Policy

2. Other than a formal policy and/or formal strategy, do you have the following support mechanisms in place to support employees who are experiencing family or domestic violence?
A domestic violence clause is in an enterprise agreement or workplace agreement
Yes

Confidentiality of matters disclosed
Yes

Protection from any adverse action or discrimination based on the disclosure of domestic violence
Yes

Employee assistance program (including access to psychologist, chaplain or counsellor)

Yes

Emergency accommodation assistance

No

Other

Provide Details: As required

Provision of financial support (e.g. advance bonus payment or advanced pay)

Yes

Flexible working arrangements

Yes

Offer change of office location

Yes

Access to medical services (e.g. doctor or nurse)

No

Other

Provide Details: As required

Training of key personnel

No

Insufficient resources/expertise

Referral of employees to appropriate domestic violence support services for expert advice

Yes

Workplace safety planning

No

Insufficient resources/expertise

Access to paid domestic violence leave (contained in an enterprise/workplace agreement)

Yes

Is the leave period unlimited?

No

  Number of Days:

5

Access to paid domestic violence leave (not contained in an enterprise/workplace agreement)

Yes

Is the leave period unlimited?

No

Number of days:

10

Access to unpaid domestic violence leave (contained in an enterprise/workplace agreement)

Yes

Is the leave period unlimited?

 Yes

Access to unpaid leave

Yes

Is the leave period unlimited?

 Yes

Provide Details: No

2. **If your organisation would like to provide additional information relating to family and domestic violence affecting your workplace, please do so below**