



Date Created: 06-06-2023



**Australian Government**



**Workplace  
Gender Equality  
Agency**





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# 2022 - 23 Gender Equality Reporting

## Submitted By:

St Patricks College Ballarat 88183384549

# #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:** No

Other

**Other:** Will be guided by EREA group policy

**Retention:** No

Other

**Other:** Will be guided by EREA group policy

**Performance management processes:** No

Other

**Other:** Will be guided by EREA group policy

**Promotions:** No.

Other

**Other:** Will be guided by EREA group policy

**Talent identification/identification of high potentials:** NoOther

**Other:** Will be guided by EREA group policy

**Succession planning:** No

Other

**Other:** Will be guided by EREA group policy

**Training and development:** No

Other

**Other:** Will be guided by EREA group policy

**Key performance indicators for managers relating to gender equality:** NoOther

**Other:** Will be guided by EREA group policy

2. Do you have a formal policy and/or formal strategy in place that supports gender equality overall?

NoOther

**Other:** Will be guided by EREA group policy

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:** St Patricks College Ballarat

**1.Name of the governing body:** Trustees of Edmund Rice Education

**2.Type of the governing body:** Other governing body/authority

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**3.Specified governing body type:** Information regarding our governing body and gender equality in the workplace is reported in the Trustees of Edmund Rice Education submission

**Number of governing body chair and member by gender:**

Chair	Female (F)	Male (M)	Non-Binary
	0	0	0
Member	Female (F)	Male (M)	Non-Binary
	0	0	0

**4.Formal section policy and/or strategy:** No

**Selected value:** Other

**Other value:** Information regarding our governing body and gender equality in the workplace is reported in the Trustees of Edmund Rice Education submission

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

**Selected value:**

Other

**Other value:** Information regarding our governing body and gender equality in the workplace is reported in the Trustees of Edmund Rice Education submission

**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:** Information regarding our governing body and gender equality in the workplace is reported in the Trustees of Edmund Rice Education submission

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

Information regarding our governing body and gender equality in the workplace is reported in the Trustees of Edmund Rice Education submission

# #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?

31/03/2023

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 NO room for discretion in pay changes (for example because pay increases occur only when there is a change in tenure or qualifications)

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?

Yes

- 1.1 How did you consult employees?

Focus groups

- 1.2 Who did you consult?

Women only

2. Do you have a formal policy and/or formal strategy in place on consulting employees about gender equality?

No

Other

**Other:** Will be guided by EREA group policy

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

**Employees:**

Yes

**Date:** 10/06/2022

**Shareholder:**

Yes

**Date:** 10/06/2022

- 4. Have you shared previous Executive Summary and Industry Benchmark reports with the governing body?**

Don't know

- 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?**

No

Other

**Other:** Arrangements available as per the VCEMEA

- 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 men Formal options are available

**Compressed working weeks:** No

Other

**Other:** Arrangements available as per the VCEMEA

**Flexible hours of work:** No

Other

**Other:** Arrangements available as per the VCEMEA

**Job sharing:** Yes

SAME options for women and men

Formal options are available

**Part-time work:** Yes

SAME options for women and men Formal options are available; Informal options are available

**Purchased leave:** No

Other

**Other:** Arrangements available as per the VCEMEA

**Remote working/working from home:** No

Other

**Other:** Arrangements available as per the VCEMEA

**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 men Formal 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?**

No

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

- 1.1. **Do you provide employer funded paid parental leave for primary carers in addition to any government funded parental leave scheme?**

Yes

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- 1.1.a. Please indicate whether your employer-funded paid parental leave for primary carers is available to:**  
All, regardless of gender
- 1.1.b. Please indicate whether your employer-funded paid parental leave for primary carers covers:**  
Birth; Adoption; Stillbirth
- 1.1.c. How do you pay employer funded paid parental leave to primary carers?**  
Paying the employee's full salary
- 1.1.d. Do you pay superannuation contribution to your primary carers while they are on parental leave?**  
Yes, on employer funded parental leave
- 1.1.e. How many weeks (minimum) of employer funded paid parental leave for primary carers is provided?**  
14
- 1.1.f. What proportion of your total workforce has access to employer funded paid parental leave for primary carers, including casuals?**  
71-80%
- 1.1.g. Do you require primary carers to work for the organisation for a certain amount of time (a qualifying period) before they can access employer funded parental leave?**  
Yes  
How long is the qualifying period (in months)?
- 1.1.h. Do you require primary carers to take employer funded paid parental leave within a certain time period after the birth, adoption, surrogacy and/or stillbirth?**  
Yes  
Within 6 months
- 1.2. Do you provide employer funded paid parental leave for secondary carers in addition to any government funded parental leave scheme?**  
Yes
- 1.2.a. Please indicate whether your employer-funded paid parental leave for secondary carers is available to:**  
All, regardless of gender
- 1.2.b. Please indicate whether your employer-funded paid parental leave for secondary carers covers:**  
Birth
- 1.2.c. How do you pay employer funded paid parental leave to Secondary carers?**  
Paying the employee's full salary
- 1.2.d. Do you pay superannuation contribution to your secondary carers while they are on parental leave?**



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Yes, on employer funded parental leave

1.2.e. **How many weeks (minimum) of employer funded paid parental leave for secondary carers is provided?**

4

1.2.f. **What proportion of your total workforce has access to employer funded paid parental leave for secondary carers, including casuals?**

71-80%

1.2.g. **Do you require secondary carers to work for the organisation for a certain amount of time (a qualifying period) before they can access employer funded parental leave?**

Yes

**How long is the qualifying period (in months)?**

12

1.2.h. **Do you require secondary carers to take employer funded paid parental leave within a certain time period after the birth, adoption, surrogacy and/or stillbirth?**

No

2. 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?**

No

Included in award/industrial or workplace agreement

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

2.1. **Employer subsidised childcare**

No

**Other:** Arrangements available as per the VCEMEA

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

No

Other

**Other:** Arrangements available as per the VCEMEA

**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

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

No

**2.7. Internal support networks for parents**

No

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

No

**2.9. Parenting workshops targeting fathers**

No

**2.10. Parenting workshops targeting mothers**

No

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

No

**2.12. Support in securing school holiday care**

No

**2.13. On-site childcare**

No

**2.14. Other details: Yes**

Available at ALL worksites

**Provide Details:**Converge Employee Access Program

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?

Yes

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

All Managers:

Yes

Voluntary question: All Non-Managers

Yes

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?

No

Insufficient resources/expertise

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

Insufficient resources/expertise

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

No

Insufficient resources/expertise

**Flexible working arrangements**

Yes

**Offer change of office location**

No

Insufficient resources/expertise

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

No

Insufficient resources/expertise

**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

**How many days are provided?**

15

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

No

Insufficient resources/expertise

**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

**Other:** No

**Provide Details:**

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