

2020 - 21 Compliance Program

Submitted by:

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#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(<i>Select all that apply</i>)
...Yes	Policy
...Retention	Yes(<i>Select all that apply</i>)
...Yes	Strategy
...Performance management processes	Yes(<i>Select all that apply</i>)
...Yes	Policy
...Promotions	Yes(<i>Select all that apply</i>)
...Yes	Policy
...Talent identification/identification of high potentials	Yes(<i>Select all that apply</i>)
...Yes	Strategy
...Succession planning	Yes(<i>Select all that apply</i>)
...Yes	Strategy
...Training and development	Yes(<i>Select all that apply</i>)
...Yes	Policy
...Key performance indicators for managers relating to gender equality	No(<i>Select all that apply</i>)
...No	Other (please specify)
...Other (please specify)	98% female workforce within network.

2: Do you have formal policy and/or formal strategy in place that support gender equality overall?

Yes(<i>Select all that apply</i>)	
...Yes	Policy

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

Governing bodies

G8 Education Limited

1: Does this organisation have a governing body?	Yes(<i>Provide further details on the governing body(ies) and its composition</i>)
1.1: What is the name of your governing body?	G8 Education Board of Directors
1.2: What type of governing body does this organisation have?	Board of directors

1.3: How many members are on the governing body and who holds the predominant Chair position?	
...Chairs	
...Female (F)	0
...Male (M)	1
...Gender X	0
...Members	
...Female (F)	3
...Male (M)	3
...Gender X	0
1.4: Do you have a formal selection policy and/or formal selection strategy for this organisation's governing body members?	Yes(<i>Select all that apply</i>)
	Policy Strategy
1.5: Has a target been set to increase the representation of women on this governing body?	Yes(<i>Provide further details on your target</i>)
10.6: What is the percentage (%) target?	50.00%
10.7: What year is the target to be reached (select the last day of the target year)?	31-Dec-2021

2: If your organisation would like to provide additional information relating to governing bodies and gender equality in your workplace, do so below.

#Action on gender equality

Gender pay gaps

1: Do you have a formal policy and/or formal strategy on remuneration generally?

Yes(*Select all that apply*)

...Yes

Policy

1.1: Are specific pay equity objectives included in your formal policy and/or formal strategy?

No(*Select all that apply*)

...No

Salaries set by awards/industrial or workplace agreements

2: Did your organisation receive JobKeeper payments?

Yes

2.1: Please indicate which months in the reporting period your organisation received JobKeeper payments:

Yes

.. April 2020

...May 2020

Yes

...June 2020

Yes

...July 2020

Yes

...August 2020

No

...September 2020

No

...October 2020

No

...November 2020

No

...December 2020

No

...January 2021

No

...February 2021

No

...March 2021

No

3: What was the snapshot date used for your Workplace Profile?

31-Mar-2021

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 equity

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)?

Yes(*Provide further details on the most recent gender remuneration gap analysis that was undertaken.*)

1.1: When was the most recent gender remuneration gap analysis undertaken?	Within the last 12 months
1.2: Did you take any actions as a result of your gender remuneration gap analysis?	Yes(<i>Select all that apply</i>)
1.2: Did you take any actions as a result of your gender remuneration gap analysis?	Reported pay equity metrics (including gender pay gaps) to the governing body
.. Yes	Reported pay equity metrics (including gender pay gaps) to the executive

2: 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?
Yes(*Provide further details on the employee consultation process.*)

1.1: How did you consult employees?	Consultative committee or group
1.2: Who did you consult?	Human resources managers Management Diversity committee or equivalent

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

G8 Education Ltd reviewed and updated our suite of people related policies and procedures throughout 2020 to guide clear organisational requirements and support measures for team members. This included our Diversity, Inclusion & Belonging policy, Managing Pregnancy, Parental Leave & Adoption Procedure, and Managing Flexibility Procedure.

#Employee work/life balance

Flexible working

1: Do you have a formal policy and/or formal strategy on flexible working arrangements?

Yes(*Select all that apply*)

...Yes	Policy Strategy
...A business case for flexibility has been established and endorsed at the leadership level	Yes
...Leaders are visible role models of flexible working	Yes
...Flexible working is promoted throughout the organisation	Yes
...Targets have been set for engagement in flexible work	No(<i>Select all that apply</i>)
...No	Other (provide details)
...Other (provide details)	Launched revised flexible working procedure November 2020 and will review once in place for 12 months.
...Targets have been set for men's engagement in flexible work	No(<i>Select all that apply</i>)
...No	Other (provide details)
...Other (provide details)	Launched revised flexible working procedure November 2020 and will review once in place for 12 months.
...Leaders are held accountable for improving workplace flexibility	Yes
...Manager training on flexible working is provided throughout the organisation	Yes
...Employee training is provided throughout the organisation	Yes
...Team-based training is provided throughout the organisation	Yes
...Employees are surveyed on whether they have sufficient flexibility	Yes
...The organisation's approach to flexibility is integrated into client conversations	No(<i>Select all that apply</i>)
...No	Not aware of the need

...The impact of flexibility is evaluated (e.g. reduced absenteeism, increased employee engagement)	Yes
...Metrics on the use of, and/or the impact of, flexibility measures are reported to key management personnel	No(<i>Select all that apply</i>)
...No	Other (provide details)
...Other (provide details)	Launched revised flexible working procedure November 2020 and will review once in place for 12 months.
...Metrics on the use of, and/or the impact of, flexibility measures are reported to the governing body	No(<i>Select all that apply</i>)
...No	Other (provide details)
...Other (provide details)	Launched revised flexible working procedure November 2020 and will review once in place for 12 months.
...Other (provide details)	No

2: Do you offer any of the following flexible working options to MANAGERS in your workplace?

...Flexible hours of work	Yes(<i>Select one option only</i>)
...Yes	SAME options for women and men(<i>Select all that apply</i>)
...SAME options for women and men	Formal options are available Informal options are available
...Compressed working weeks	Yes(<i>Select one option only</i>)
...Yes	SAME options for women and men(<i>Select all that apply</i>)
...SAME options for women and men	Formal options are available Informal options are available
...Time-in-lieu	Yes(<i>Select one option only</i>)
...Yes	SAME options for women and men(<i>Select all that apply</i>)
...SAME options for women and men	Formal options are available Informal options are available
...Telecommuting (e.g. working from home)	Yes(<i>Select one option only</i>)
...Yes	SAME options for women and men(<i>Select all that apply</i>)
...SAME options for women and men	Formal options are available Informal options are available
...Part-time work	Yes(<i>Select one option only</i>)
...Yes	SAME options for women and men(<i>Select all that apply</i>)
...SAME options for women and men	Formal options are available
...Job sharing	Yes(<i>Select one option only</i>)

...Yes	SAME options for women and men(<i>Select all that apply</i>)
...SAME options for women and men	Formal options are available
...Carer's leave	Yes(<i>Select one option only</i>)
...Yes	SAME options for women and men(<i>Select all that apply</i>)
...SAME options for women and men	Formal options are available
...Purchased leave	Yes(<i>Select one option only</i>)
...Yes	SAME options for women and men(<i>Select all that apply</i>)
...SAME options for women and men	Formal options are available
...Unpaid leave	Yes(<i>Select one option only</i>)
...Yes	SAME options for women and men(<i>Select all that apply</i>)
...SAME options for women and men	Formal options are available

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

Yes

4: Were managers in your organisation allowed to make INFORMAL flexible working arrangements with their team members in response to the COVID-19 pandemic?

Yes, SOME managers

5: Did you see an increase, overall, in the approval of FORMAL flexible working arrangements for your workforce compared to pre-COVID-19?

Yes, for both women and men

6: 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 regardless of carer's status (i.e. primary/secondary) in addition to any government funded parental leave scheme?

No, we do not offer employer funded parental leave

...No, we do not offer employer funded parental leave

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?

Yes(*Select all that apply*)

...Yes

Policy

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

...Employer subsidised childcare

Yes(*Please indicate the availability of this support mechanism.*)

...Yes

Available at ALL worksites

...On-site childcare

Yes(*Please indicate the availability of this support mechanism.*)

...Yes

Available at SOME worksites

...Breastfeeding facilities

Yes(*Please indicate the availability of this support mechanism.*)

...Yes

Available at SOME worksites

...Childcare referral services

No(*You may specify why the above support mechanism is not available to your employees.*)

...No

Other (provide details)

...Other (provide details)

G8 Education Ltd is a childcare provider and can offer childcare at our services.

...Internal support networks for parents

No(*You may specify why the above support mechanism is not available to your employees.*)

...No

Not aware of the need

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

No(*You may specify why the above support mechanism is not available to your employees.*)

...No

Other (provide details)

...Other (provide details)

Other benefits provided.

...Information packs for new parents and/or those with elder care responsibilities	Yes(<i>Please indicate the availability of this support mechanism.</i>)
...Yes	Available at ALL worksites
...Referral services to support employees with family and/or caring responsibilities	No(<i>You may specify why the above support mechanism is not available to your employees.</i>)
...No	Not aware of the need
...Targeted communication mechanisms (e.g. intranet/forums)	Yes(<i>Please indicate the availability of this support mechanism.</i>)
...Yes	Available at ALL worksites
...Support in securing school holiday care	Yes(<i>Please indicate the availability of this support mechanism.</i>)
...Yes	Available at SOME worksites
...Coaching for employees on returning to work from parental leave	No(<i>You may specify why the above support mechanism is not available to your employees.</i>)
...No	Other (provide details)
...Other (provide details)	Other benefits offered.
...Parenting workshops targeting mothers	Yes(<i>Please indicate the availability of this support mechanism.</i>)
...Yes	Available at ALL worksites
...Parenting workshops targeting fathers	Yes(<i>Please indicate the availability of this support mechanism.</i>)
...Yes	Available at ALL worksites
...Other (provide details)	No

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

Sex-based harassment and discrimination

1: Do you have a formal policy and/or formal strategy on sex-based harassment and discrimination prevention?

Yes(*Select all that apply*)

...Yes	Policy
1.1: Do you provide a grievance process in any sex-based harassment and discrimination prevention formal policy and/or formal strategy?	Yes

2: Do you provide training on sex-based harassment and discrimination prevention to the following groups?

...All managers	Yes(<i>Please indicate how often is this training provided (select all that apply):</i>)
...Yes	At least annually
...All employees	Yes(<i>Please indicate how often is this training provided (select all that apply):</i>)
...Yes	At induction

3: If your organisation would like to provide additional information relating to sex-based harassment and 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(*Select all that apply*)

...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?

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

Yes

...Training of key personnel

No(*Select all that apply*)

...No

Not aware of the need

...A domestic violence clause is in an enterprise agreement or workplace agreement

Yes

...Workplace safety planning

Yes

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

No(*Select all that apply*)

...No

Other (provide details)

...Other (provide details)

Based on current data, this is not a current need. We will continue to monitor and reassess as needed.

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

Yes

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

No(*Select all that apply*)

...No

Other (provide details)

...Other (provide details)

Based on current data, this is not a current need. We will continue to monitor and reassess as needed.

...Access to unpaid leave

Yes

...Confidentiality of matters disclosed

Yes

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

Yes

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

Yes

...Flexible working arrangements

Yes

...Provision of financial support (e.g. advance bonus payment or advanced pay)	Yes
...Offer change of office location	Yes
...Emergency accommodation assistance	No(<i>Select all that apply</i>)
...No	Other (provide details)
...Other (provide details)	Based on current data, we are not aware of current need. We will continue to monitor and explore these options as needed.
...Access to medical services (e.g. doctor or nurse)	No(<i>Select all that apply</i>)
...No	Other (provide details)
...Other (provide details)	Based on current data, we are not aware of current need. We will continue to monitor and explore these options as needed.
...Other (provide details)	No(<i>Select all that apply</i>)

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

Workplace Profile Table

Industry: Social Assistance Services

Occupational category*	Employment status	No. of employees		Number of apprentices and graduates (combined)		Total employees**
		F	M	F	M	
Managers	Full-time permanent	462	7	0	0	469
	Full-time contract	26	0	0	0	26
	Part-time permanent	38	0	0	0	38
	Part-time contract	5	0	0	0	5
	Casual	2	0	0	0	2
Professionals	Full-time permanent	477	70	0	0	547
	Full-time contract	40	6	0	0	46
	Part-time permanent	162	1	0	0	163
	Part-time contract	9	0	0	0	9
	Casual	69	1	0	0	70
Community And Personal Service Workers	Full-time permanent	3,805	94	0	0	3,899
	Full-time contract	131	3	0	0	134
	Part-time permanent	2,874	72	0	0	2,946
	Part-time contract	111	2	0	0	113
	Casual	2,072	50	0	0	2,122
Clerical And Administrative Workers	Full-time permanent	33	4	0	0	37
	Full-time contract	12	3	0	0	15
	Part-time permanent	6	0	0	0	6
	Part-time contract	4	1	0	0	5
	Casual	4	3	0	0	7

* Categorised using ANZSCO major group codes (this means Professionals who are also Managers are categorised as Professionals)

** Total employees includes Gender X

Workplace Profile Table

Industry: Social Assistance Services

Manager category	Level to CEO	Employment status	No. of employees		
			F	M	Total*
CEO	0	Full-time permanent	0	1	1
KMP	-1	Full-time permanent	1	1	2
KMP/HOB	-1	Full-time permanent	2	3	5
SM	-2	Full-time permanent	9	13	22
		Full-time contract	0	1	1
		Part-time permanent	1	1	2
	-3	Full-time permanent	7	3	10
		Full-time contract	1	0	1
		Part-time permanent	1	0	1
OM	-2	Full-time permanent	5	2	7
	-3	Full-time permanent	14	8	22
		Full-time contract	5	2	7
		Part-time permanent	1	0	1
	-4	Full-time permanent	41	0	41
		Full-time contract	1	0	1
	-5	Full-time permanent	409	5	414
		Full-time contract	24	0	24
		Part-time permanent	37	0	37
		Part-time contract	5	0	5
		Casual	2	0	2

* Total employees includes Gender X

Workforce Management Statistics Table

Industry: Social Assistance Services

Question	Contract Type	Employment Type	Manager Category	Female	Male	Total*
1. How many employees were promoted?	Full-time	Permanent	CEO, KMPs, and HOBs	0	0	0
			Managers	75	4	79
			Non-managers	535	10	545
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0
			Managers	19	0	19
			Non-managers	42	2	44
	Part-time	Permanent	CEO, KMPs, and HOBs	0	0	0
			Managers	5	0	5
			Non-managers	209	3	212
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0
			Managers	1	0	1
			Non-managers	28	1	29
	N/A	Casual	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	67	1	68
2. How many employees (including partners with an employment contract) were internally appointed?	Full-time	Permanent	CEO, KMPs, and HOBs	0	0	0
			Managers	56	1	57
			Non-managers	252	6	258
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	0	0	0
	Part-time	Permanent	CEO, KMPs, and HOBs	0	0	0
			Managers	17	0	17
			Non-managers	1,738	39	1,777
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	0	0	0
	N/A	Casual	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	385	23	408
3. How many employees (including partners with an employment contract) were externally appointed?	Full-time	Permanent	CEO, KMPs, and HOBs	1	1	2
			Managers	47	4	51
			Non-managers	878	35	913
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0
			Managers	7	1	8
			Non-managers	70	5	75
	Part-time	Permanent	CEO, KMPs, and HOBs	0	0	0
			Managers	1	0	1
			Non-managers	337	21	358
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	53	2	55
	N/A	Casual	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	962	26	988

* Total employees includes Gender X

Workforce Management Statistics Table

Industry: Social Assistance Services

Question	Contract Type	Employment Type	Manager Category	Female	Male	Total*
4. How many employees (including partners with an employment contract) voluntarily resigned?	Full-time	Permanent	CEO, KMPs, and HOBs	0	0	0
			Managers	78	4	82
			Non-managers	643	21	664
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0
			Managers	6	0	6
			Non-managers	37	1	38
	Part-time	Permanent	CEO, KMPs, and HOBs	0	0	0
			Managers	8	0	8
			Non-managers	973	38	1,011
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0
			Managers	1	0	1
			Non-managers	69	1	70
	N/A	Casual	CEO, KMPs, and HOBs	0	0	0
			Managers	1	0	1
			Non-managers	481	15	496
5. How many employees have taken primary carer's parental leave (paid and/or unpaid)?	Full-time	Permanent	CEO, KMPs, and HOBs	0	0	0
			Managers	62	0	62
			Non-managers	262	0	262
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0
			Managers	2	0	2
			Non-managers	2	0	2
	Part-time	Permanent	CEO, KMPs, and HOBs	0	0	0
			Managers	16	0	16
			Non-managers	550	0	550
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0
			Managers	4	0	4
			Non-managers	11	0	11
	N/A	Casual	CEO, KMPs, and HOBs	0	0	0
			Managers	1	0	1
			Non-managers	45	0	45
6. How many employees have taken secondary carer's parental leave (paid and/or unpaid)?	Full-time	Permanent	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	0	0	0
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	0	0	0
	Part-time	Permanent	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	0	0	0
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	0	0	0
	N/A	Casual	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	0	0	0

* Total employees includes Gender X

Workforce Management Statistics Table

Industry: Social Assistance Services

Question	Contract Type	Employment Type	Manager Category	Female	Male	Total*
7. How many employees ceased employment before returning to work from parental leave, regardless of when the leave commenced?	Full-time	Permanent	CEO, KMPs, and HOBs	0	0	0
			Managers	3	0	3
			Non-managers	30	0	30
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	0	0	0
	Part-time	Permanent	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	60	0	60
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	0	0	0

* Total employees includes Gender X