

Cultural Safety Policy

Purpose

The purpose of this policy is to outline ACPA's commitment to providing an environment that is culturally inclusive and free from racial discrimination and harassment.

Scope

This policy applies to all members of ACPA including staff, students and any associated affiliates such as guests or alumni and should be read in addition to the Employee Code of Conduct, Staff Handbook and Student Code of Conduct. The policy covers these parties anywhere, regardless of location, that staff, students or affiliates are representing ACPA. This includes in public or on social media accounts that are managed by ACPA and unrelated public or private accounts where there is an identifiable connection to ACPA.

Definitions

"**Cultural safety** refers to environments and behaviours that are spiritually, socially and emotionally safe and free from judgement or critical comparison. Cultural safety is essential for flourishing, particularly for those from minority or marginalised cultural and religious groups." – University of Wollongong Australia

"**Unsafe cultural practice** is any action which diminishes, demeans or disempowers the cultural identity and wellbeing of an individual" - NATSIHWA CULTURAL SAFETY FRAMEWORK SUMMARY

Performance standards refer to a head of department approved expression of the performance threshold, requirement(s), or expectation(s) that must be met to be appraised at a particular level of performance.

Policy

ACPA recognizes that there is no single culture. ACPA's interactions and practices acknowledge the diversity of all cultures, locally, nationally and internationally. It is the right of all individuals associated with ACPA to expect culturally safe engagement in the course of their work or study. All people have the right to be treated with respect and compassion; equally, all people have the responsibility to act with the same respect and compassion towards each other.

Racial discrimination, harassment or vilification of staff, students, affiliates or guests will not be tolerated. ACPA rejects all forms of racism or discrimination and is committed to its elimination by providing and supporting an environment that actively:

- Raises awareness of ACPA members about respectful behaviours, obligations and responsibilities under this and related policies.
- Promotes respect and equitable treatment for all staff, students and others associated with ACPA.
- Embraces the diversity of staff and students from different races, which includes not only their background but also family, culture, history and beliefs.

- Ensures that teaching, assessment and performance outcomes are conducted in a culturally safe, respectful and inclusive of diverse perspectives, including but not limited to Aboriginal and Torres Strait Islander knowledges and experiences.

Procedure

Improving cultural safety is an ongoing learning process. ACPA will ensure staff members commit to improving their knowledge through supporting access to cultural awareness training, refreshers and encourage personal research.

- ACPA provides support for access to cultural safety awareness training for staff, students and affiliates.
- Staff accept and take responsibility to develop their cultural literacy and cultural safety to a standard acceptable to meet their obligations under ACPA's code of conduct.
- Students contributing cultural pieces will complete the 'Cultural Display Form' and ICIP Framework Contract form and await approval prior to proceeding with repertoire development.
- On approval to proceed to develop repertoire, Student's work with responsible ACPA staff to implement cultural safety protocols requested by student where practical.
- Responsible ACPA staff will provide feedback, on whether protocols can be implemented effectively and, on the performance, standards required of the piece, negotiate any changes required, and provide final approval for the piece to be used in ACPA performances.

Responsibilities

Staff & Affiliates are responsible for:

- Engaging in ongoing self development in cultural safety and awareness.
- Providing clear guidelines to students to access ACPA policies.
- Be responsible for their own cultural safety and the cultural safety of others.
- Taking steps to ensure consistent application of this policy.
- Raise concerns with the offending party in relation to the perceived breach of cultural safety protocols.
- Seek support from relevant ACPA staff supervisor to escalate remedial action with the offending party should a dispute remain in place.
- Escalate concerns in the appropriate format with the CEO if they feel they have been unable to remedy the situation.

Students & Alumni are responsible for:

- Engaging in ongoing self development in cultural safety and awareness.
- Be responsible for their own cultural safety and the cultural safety of others.
- Taking steps to ensure consistent application of this policy.
- Raise concerns with the offending party in relation to the perceived breach of cultural safety protocols.
- Raise concerns with any member of ACPA staff in relation to cultural safety.
- Seek support from relevant ACPA staff member to escalate remedial action with the offending party should a dispute remain in place.
- Use ACPA's Incident reporting process.

- Use ACPA's Cultural Display Form prior to commencing work on a cultural display piece to identify and manage their cultural safety requirements and gain approval to proceed with the piece.
- Escalate concerns in the appropriate format with the CEO if they feel they have been unable to remedy the situation.

CEO

- Oversee implementation of this policy.
- Ongoing review of this policy.
- Oversee investigation process of reportable incidences and outcomes.
- Report breach activity in relation to Cultural Safety to the Board.

Breach of policy process

If a breach of this Policy is believed to have occurred the following process will be undertaken:

- Incident Report is to be submitted to ACPA CEO by the person noticing the breach.
- An investigation and interview process may be conducted.
- This may result in an Incident Report being reported to the ACPA Board to review.
- Outcomes of the investigation will inform the next steps to be undertaken and by whom.
- Disciplinary action may include a formal warning or further action recommended through the investigation outcomes.

Anonymous reports will be listened to; however, it may be difficult to implement changes in remediation in these instances.

Defamatory or False Accusations will also be dealt with under the Breach of Policy process.

Record Keeping

Forms are retained for seven years minimum, uploaded to ACPA SharePoint.

Policy to be reviewed Annually.

References

Legislation:

Anti-Discrimination Act 1991 (QLD),

Australian Human Rights Commission Act 1986 (Cth), and the

Copyright Act 1968

First Nations Cultural and Intellectual Property in the Arts (ICIP)

Performers Rights

Racial Discrimination Act 1975 (Cth)..

First Nations Cultural and Intellectual Property in the Arts (2007)

National Vocational Education and Training Regulator Act 2011 (Cth).

National Vocational Education and Training Regulator Act 2011 (Cth)

