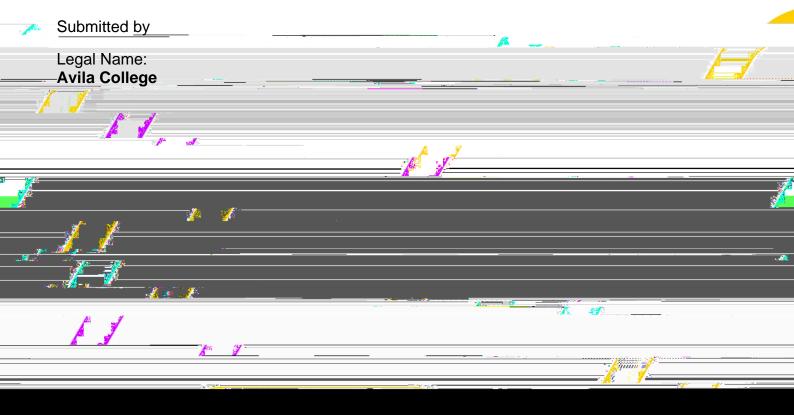


# Public report

2019-20





# Organisation and contact details

Submitting organisation details	Legal name	Avila College			
	ABN	95317268827			
	ANZSIC	P Education and Training 8022 Secondary Education			
	Business/trading name/s				
	ASX code (if applicable)				
	Postal address	35 Charles Street MOUNT WAVERLEY VIC 3149 AUSTRALIA			
	Organisation phone number	(03) 9831 9600			
Reporting structure	Number of employees covered by this report	153			



# Workplace profile

## Manager

Manager accounting last acciden	Demonstration level to CEO	Francis and status		No. of employees		
Manager occupational categories	Reporting level to CEO	Employment status	F	М	Total employees	
		Full-time permanent	1	0	1	
		Full-time contract	0	0	0	
CEO/Head of Business in Australia	0	Part-time permanent	0	0	0	
		Part-time contract	0	0	0	
		Casual	0	0	0	
		Full-time permanent	3	0	3	
		Full-time contract	0	0	0	
Key management personnel	-1	Part-time permanent	0	0	0	
		Part-time contract	0	0	0	
		Casual	0	0	0	
		Full-time permanent	6	1	7	
	-2	Full-time contract	0	0	0	
Other executives/General managers		Part-time permanent	1	0	1	
		Part-time contract	0	0	0	
		Casual	0	0	0	
	-3	Full-time permanent	10	4	14	
		Full-time contract	0	0	0	
Senior Managers		Part-time permanent	4	0	4	
		Part-time contract	0	0	0	
		Casual	0	0	0	
	-4	Full-time permanent	2	0	2	
		Full-time contract	0	0	0	
Other managers		Part-time permanent	0	0	0	
		Part-time contract	0	0	0	
		Casual	0	0	0	
Grand total: all managers			27	5	32	

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# Workplace profile

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Date submitted: 09-Jul-2020 12:52:05 Unique report number: 3cohxmriwm



# Reporting questionnaire

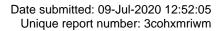
### Gender equality indicator 1: Gender composition of workforce

This indicator seeks information about the gender composition of relevant employers in a standardised format, to enable the aggregation of data across and within industries. The aggregated data in your workplace profile assists relevant employers in understanding the characteristics of their workforce, including in relation to occupational segregation, the position of women and men in management within their industry or sector, and patterns of potentially insecure employment.

#### NB. IMPORTANT:

- References to the Act mean the Workplace Gender Equality Act 2012.
- A formal 'policy' and/or 'formal strategy' in this questionnaire refers to formal policies and/or strategies that are either standalone or contained within another formal policy/formal strategy.
- Data provided in this reporting questionnaire covers the TOTAL reporting period from 1 April 2019 to 31 March 2020. (This differs from the workplace profile data which is taken at a point-in-time during the reporting period).
- Answers need to reflect ALL organisations covered in this report.
- If you select "NO, Insufficient resources/expertise" to any option, this may cover human or financial resources.
- 1. Do you have formal policies and/or formal strategies in place that SPECIFICALLY SUPPORT GENDER EQUALITY relating to the following?

1.1	Recruitment
	<ul> <li>✓ Yes (select all applicable answers)</li> <li>✓ Policy</li> <li>✓ Strategy</li> <li>✓ No (you may specify why no formal policy or formal strategy is in place)</li> <li>✓ Currently under development, please enter date this is due to be completed</li> <li>✓ Insufficient resources/expertise</li> <li>✓ Not a priority</li> </ul>
1.2	Retention
	<ul> <li>✓ Yes (select all applicable answers)</li> <li>☐ Policy</li> <li>☐ Strategy</li> <li>☐ No (you may specify why no formal policy or formal strategy is in place)</li> <li>☐ Currently under development, please enter date this is due to be completed</li> <li>☐ Insufficient resources/expertise</li> <li>☐ Not a priority</li> </ul>
1.3	Performance management processes
	<ul> <li>✓ Yes (select all applicable answers)</li> <li>✓ Policy</li> <li>✓ Strategy</li> <li>✓ No (you may specify why no formal policy or formal strategy is in place)</li> <li>✓ Currently under development, please enter date this is due to be completed</li> <li>✓ Insufficient resources/expertise</li> <li>✓ Not a priority</li> </ul>





1.4 Promotion
---------------

Policy
☐ No (you may specify why no formal



#### 1.10 How many employees



Note: If this report covers more than one organisation, the questions below will be repeated for each organisation before proceeding to question 2.2.

If your organisation's governing body is the same as your parent entity's, you will need to add your

	organisation's name BUT the numerica	al details of your parent entity's gover	_
2.1a.1	Organisation name?		
	Avila College		
2.1b.1	What gender is the Chair on this gover Chair at your last meeting)?	ning body (if the role of the Chair rota	ites, enter the gender of the
		Female	Male
	Number	1	0
2.1c.1	How many other members are on this	governing body (excluding the Chair/s	s)?
	Number	8	3
2.1d.1	Has a target been set to increase the re	epresentation of women on this gover	ning body?

Date submitted: 09-Jul-2020



Stillbirth

6.	A "SECONDARY CARER" is a member of a couple or a single carer, REGARDLESS OF GENDER, who is not the primary carer.
	Do you provide EMPLOYER FUNDED paid parental leave for SECONDARY CARERS that is available for men and women, in addition to any government funded parental leave scheme for secondary carers?
	<ul><li>☑ Yes</li><li>☑ No, we offer paid parental leave for SECONDARY CARERS that is available to men</li></ul>



7.1 How many NON-MANAGERS have taken parental leave during the reporting period (paid and/or unpaid)? Include employees still on parental leave, regardless of when it commenced.

	Primary carer's leave		Secondary carer's leave	
	Female	Male	Female	Male
Non-managers	3	0	0	0

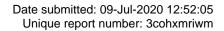
- 8. How many MANAGERS, during the reporting period, ceased employment before returning to work from parental leave, regardless of when the leave commenced?
  - Include those where parental leave was taken continuously with any other leave type. For example, where annual leave or any other paid or unpaid leave is also taken at that time.
  - 'Ceased employment' means anyone who has exited the organisation for whatever reason, including resignations, redundancies and dismissals.

	Female	Male
Managers	0	0

- 8.1 How many NON-MANAGERS, during the reporting period, ceased employment before returning to work from parental leave, regardless of when the leave commenced?
  - Include those where parental leave was taken continuously with any other leave type. For example, where annual leave or any other paid or unpaid leave is also taken at that time.
  - 'Ceased employment' means anyone who has exited the organisation for whatever reason, including resignations, redundancies and dismissals.

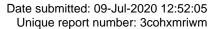
	Female	Male
Non-managers	0	0

9.	Do you have a formal policy and/or formal strategy on flexible working arrangements?
	<ul> <li>Yes (select all applicable answers)</li> <li>Policy</li> <li>Strategy</li> <li>No (you may specify why no formal policy or formal strategy is in place)</li> <li>Currently under development, please enter date this is due to be completed</li> <li>Insufficient resources/expertise</li> <li>Don't offer flexible arrangements</li> <li>Not a priority</li> <li>Other (provide details):</li> </ul>
10.	Do you have a formal policy and/or formal strategy to support employees with family or caring responsibilities?
	<ul> <li>Yes (select all applicable answers)</li> <li>Policy</li> <li>Strategy</li> <li>No (you may specify why no formal policy or formal strategy is in place)</li> <li>Currently under development, please enter date this is due to be completed</li> <li>Insufficient resources/expertise</li> <li>Included in award/industrial or workplace agreement</li> <li>Not a priority</li> <li>Other (provide details):</li> </ul>
11.	Do you offer any other support mechanisms, other than leave, for employees with family or caring responsibilities (eg, employer-subsidised childcare, breastfeeding facilities)?
	<ul> <li>✓ Yes</li> <li>☐ No (you may specify why non-leave based measures are not in place)</li> <li>☐ Currently under development, please enter date this is due to be completed</li> </ul>





	☐ Insufficient resources/expertise ☐ Not a priority ☐ Other (provide details):
11.1	Please select what support mechanisms are in place and if they are available at all worksites.  • Where only one worksite exists, for example a head-office, select "Available at all worksites".
	<ul> <li>☐ Employer subsidised childcare</li> <li>☐ Available at some worksites only</li> <li>☐ Available at all worksites</li> <li>☐ On-site childcare</li> <li>☐ Available at some worksites only</li> <li>☐ Available at all worksites</li> <li>☑ Breastfeeding facilities</li> <li>☐ Available at some worksites only</li> <li>☐ Available at all worksites</li> <li>☐ Childcare</li> </ul>





The prevention of sex-based harassment and discrimination (SBH) has been identified as important in improving workplace participation. Set by the Minister, this gender equality indicator seeks information on the existence of a SBH policy and/or strategy and whether training of managers on SBH is in place.

16.	Do yo	u have a formal policy and/or formal strategy on sex-based harassment and discrimination prevention?
		s (select all applicable answers)  Policy Strategy (you may specify why no formal policy or formal strategy is in place) Currently under development, please enter date this is due to be completed Insufficient resources/expertise Included in award/industrial or workplace agreement Not a priority Other (provide details):
	16.1	Do you include a grievance process in any sex-based harassment and discrimination prevention formal policy and/or formal strategy?
		<ul> <li>Yes</li> <li>No (you may specify why a grievance process is not included)</li> <li>□ Currently under development, please enter date this is due to be completed</li> <li>□ Insufficient resources/expertise</li> <li>□ Not a priority</li> <li>□ Other (provide details):</li> </ul>
17.	Do yo	u provide training for all managers on sex-based harassment and discrimination prevention?
	⊠ Ye	s - please indicate how often this training is provided:  At induction  At least annually  Every one-to-two years  Every three years or more  Varies across business units  Other (provide details):
	□No	(you may specify why this training is not provided)  Currently under development, please enter date this is due to be completed  Insufficient resources/expertise  Not a priority  Other (provide details):
	17.1	If your organisation would like to provide additional information relating to gender equality indicator 6, please do so below:

### Other

18. If your organisation has introduced any outstanding initiatives that have resulted in improved gender equality in your workplace, please tell us about them.

(As with all questions in this questionnaire, information you provide here will appear in your public report.)



### Gender composition proportions in your workplace

#### Important notes:

- 1. Proportions are based on the data contained in your workplace profile and reporting questionnaire.
- Some proportion calculations will not display until you press **Submit** at step 6 on the reporting page in the portal. When your CEO signs off the report prior to it being submitted, it is on the basis that the proportions will only reflect the data contained in the report.
- 3. If any changes are made to your report after it has been submitted, the proportions calculations will be refreshed and reflect the changes after you have pressed **Re-submit** at step 6 on the reporting page.

#### Based upon your workplace profile and reporting questionnaire responses:

#### Gender composition of workforce

1. the gender composition of your workforce overall is 84.3% females and 15.7% males.

#### **Promotions**

- 2. 100.0% of employees awarded promotions were women and 0.0% were men
  - i. 100.0% of all manager promotions were awarded to women
  - ii. 0.0% of all n-manager promotions were awarded to women.

