

Bodyfit

Workplace Respect, Discrimination, Harassment & Bullying Policy

1. Purpose

This policy sets out Bodyfit's standards relating to discrimination, harassment, bullying and victimisation. It establishes clear expectations for behaviour and provides a framework for managing concerns, supporting a workplace that is safe, professional and compliant with applicable legislation across Bodyfit's gym facilities.

2. Scope

This policy applies to workers engaged by Bodyfit, including employees, contractors, subcontractors (including Personal Trainers and Fitness Instructors), volunteers and any individual performing work on behalf of the business.

It applies across all stages of employment and in all work-related contexts, including recruitment, onboarding, promotion, termination, member interactions, work-related events and digital communications where there is a workplace connection.

3. Commitment

Bodyfit is committed to maintaining a workplace where people are treated fairly and respectfully, and where unlawful discrimination, harassment, bullying and victimisation are not tolerated.

Bodyfit will take reasonable and proportionate steps to prevent inappropriate conduct and respond promptly where concerns are raised. Workers must comply with this policy and uphold the standards of behaviour required within the workplace.

4. Rights & Responsibilities

Workers must treat others professionally and without unlawful discrimination or harassment. Conduct that could reasonably intimidate, humiliate or undermine another person, including colleagues, members or visitors, is not acceptable.

Workers are expected to raise concerns where inappropriate conduct is observed and to maintain confidentiality in any complaint or investigation process.

Leaders and managers must address inappropriate conduct promptly and apply procedural fairness when managing concerns. They are responsible for monitoring workplace behaviour and associated psychosocial risks and for taking reasonable steps to prevent unlawful conduct within their area of responsibility.

5. Unacceptable Conduct

The following conduct may breach this policy and applicable legislation.

5.1 Discrimination

Discrimination occurs when a person is treated less favourably, or disadvantaged, because of a protected

attribute, including sex, gender identity, sexual orientation, race, nationality, ethnicity, age, disability, pregnancy or breastfeeding, marital or family status, religious belief or industrial activity.

Discrimination can be:

Direct – treating someone less favourably

Indirect – applying a requirement that unfairly disadvantages a group

5.2 Harassment (General)

Harassment is unwelcome conduct that intimidates, humiliates or offends another person, regardless of whether it relates to a protected attribute.

It may include:

- Demeaning jokes or comments
- Public belittling
- Inappropriate teasing
- Hostile or aggressive behaviour
- Repeated exclusion from work activities
- Offensive or inappropriate messages

Harassment does not need to be repeated to be unlawful or to breach this policy. A single serious incident may constitute misconduct and may result in disciplinary action.

5.3 Workplace Bullying

Workplace bullying is repeated, unreasonable behaviour directed toward a worker that creates a risk to health and safety.

Examples include:

- Aggressive or intimidating conduct
- Verbal abuse
- Deliberate isolation
- Excessive monitoring
- Unreasonable work demands
- Withholding information required to perform duties

Workplace bullying is a risk to health and safety and may breach work health and safety legislation. Reasonable management action carried out in a reasonable manner does not constitute bullying.

5.4 Sexual Harassment

Sexual harassment is unwelcome conduct of a sexual nature that a reasonable person would anticipate could offend, humiliate or intimidate. It may be physical, verbal, written or digital.

Examples include:

- Unwanted physical contact
- Sexual comments or jokes

- Repeated requests for dates
- Sexual messages or image
- Inappropriate comments about appearance
- Displaying sexually explicit content
- Leering or intrusive staring

Bodyfit acknowledges its positive duty under the Sex Discrimination Act 1984 (Cth) to take reasonable and proportionate steps to eliminate sexual harassment, sex discrimination and victimisation.

A single incident may constitute sexual harassment. Whether conduct breaches this policy will be assessed objectively, having regard to the impact and surrounding circumstances.

All complaints of sexual harassment will be treated seriously and addressed promptly

5.5 Victimisation

Victimisation occurs when someone is treated unfairly because they:

- Made a complaint
- Supported a complaint
- Participated in an investigation
- Refused to engage in unlawful conduct

Bodyfit does not tolerate victimisation or retaliation against any individual who raises a concern, supports a complaint or participates in an investigation. Victimisation may result in formal disciplinary action, up to and including termination.

5.6 Gossip & Confidentiality

Bodyfit expects all staff and contractors to maintain professionalism and discretion in workplace conversations.

Workplace discussions regarding complaints or individuals must be handled professionally and confidentially. Unsubstantiated speculation or commentary that undermines individuals, member relationships or complaint processes may constitute misconduct.

6. Merit-Based Employment

All recruitment, promotion and employment decisions are based on merit and the inherent requirements of the role. Personal characteristics unrelated to the inherent requirements of the position will not influence employment decisions.

Questions relating to protected attributes must not be asked unless they are directly relevant and lawful in the context of the role.

7. Escalation Pathways

Concerns may be raised with a Club Manager in the first instance.

Where a concern involves the Club Manager, escalation may occur to the Head of Sales or Head of Compliance, and ultimately to the CEO where required.

Complaints will be managed in accordance with the **Bodyfit Grievance & Complaint Handling Policy**.

7.1 Grievance & Complaint Handling Procedure

Complaints will be managed in accordance with the **Bodyfit's Grievance & Complaint Handling Policy**.

All investigations will be conducted impartially, confidentially, and in accordance with principles of procedural fairness. Matters will be appropriately documented.

7.2 Support

Support measures, including access to the Employee Assistance Program or temporary workplace adjustments, may be considered where appropriate.

8. Consequences of Breach

Breaches of this policy will be managed in accordance with the Bodyfit Performance & Conduct Management Policy.

Depending on the seriousness of the conduct, outcomes may include formal warning, disciplinary action or termination of employment or engagement.

Serious breaches may be referred to external authorities where required.

9. Consultation

Bodyfit will review complaint trends and workplace conduct risks across its gym facilities to ensure compliance with applicable legislation and work health and safety obligations, including psychosocial risk management.

This policy is accessible via the Bodyfit Intranet and managed through Tanda HRIS. Where changes to this policy are proposed, consultation will occur in accordance with legislative and Fitness Industry Award requirements.

Workers may raise concerns so matters can be assessed appropriately.

10. Review & Governance

This policy will be reviewed annually, or earlier if required due to legislative changes, operational updates or identified risks.

Version: 1.0

Approved: 25 February 2026

Next Review: 25 February 2027

All workers are required to comply with this policy. Acknowledgement will be requested via Tanda upon issue or update.