



Hinderclay Village Hall Anti-bullying and Harassment Policy

1 Purpose:

This policy defines how Hinderclay Village Hall will foster and maintain a culture of respect and dignity and will be pro-active in addressing instances of bullying or harassment. Our values of integrity, care and co-operation guide our actions and interactions.

2 Scope:

This policy applies to anyone who uses the hall - the Trustees of HVH, volunteers, hall users, visitors, contractors. It applies to all adults and to children who would be considered old enough to understand the concepts. The youngest children would understand this as “being kind, saying kind words”.

3 Definition:

Bullying and harassment can take many forms. It can happen between individuals or groups. It may be an isolated incident but more often than not is a culmination of a number of incidents.

Bullying is offensive, intimidating, malicious or insulting behaviour. An abuse, or misuse of power through means that undermine, humiliate, denigrate, or injure the recipient. It is destructive and results in the recipient feeling powerless, threatened, or compromised.

Forms of bullying are: -

- **Verbal:** shouting, swearing, abuse, malicious gossip, victimisation, overbearing or demanding treatment, frequent and unwanted criticism, public reprimand, humiliation, belittling, or psychological threats.
- **Non- verbal:** excluding, ignoring, setting impossible objectives, unreasonable allocation of tasks, deliberate or wrongful blame, withholding information or training.
- **Physical:** striking, hitting, pushing, jostling, prodding, practical jokes or initiations, pulling the person or pulling them by their clothing, damaging or stealing personal possessions.
- **Harassment:** is “unwanted conduct that has the purpose or effect of violating people's dignity or creating an intimidating, hostile, degrading, humiliating or offensive environment.” (Equality Act 2010).

“Harassment may be conduct based on protected characteristics. It can take many forms verbal, written, ignoring or subjugating colleagues to unwanted attention, ridiculing or humiliating colleagues in front of others, mocking, mimicking, belittling a person.”

- **Sexual harassment** is unwanted conduct which has the effect of violating the dignity of another person or creating an environment which is hostile, humiliating, degrading, intimidating or offensive towards them. This behaviour can be considered sexual harassment even if the alleged harasser didn't mean for it to be. Such behaviour may be a criminal offence.

Sexual harassment: written or verbal comments, pornographic or explicit images, unwanted and non- consensual physical contact or touching, suggestive behaviour, assault.

- **Racial harassment** is behaviour which relates to a person's skin colour, race, religion, nationality, dress, culture or customs. It can take the form of offensive remarks or other actions which undermines the individual. In extreme cases this may constitute racial prejudice or hatred.
- **Harassment of people with disabilities** is where the disability rather than the person becomes the focus of attention.
- **Sexual orientation harassment** has the purpose of violating the recipient's dignity and creating a hostile, intimidating, degrading, humiliating or offensive environment. Harassment is also discrimination or persecution of someone who associates with a person, or group of people, who has /have a specific protected characteristic. This is called "harassment by perception or association."

Bullying or harassment may lead to civil proceedings. In the case of racial hatred or sexual assault this may result in criminal proceedings.

Roles and responsibilities:

- a. The Trustees of HVH will foster and maintain a culture of respect within the committee and in our interactions with other Trustees volunteers, hall users, contractors and visitors.
- b. We will be pro-active in addressing any instances of bullying or harassment we witness or are reported to us as Trustees.
- c. We will take seriously any concerns raised and be supportive of the person who raised them.
- d. The Trustees will provide prompt and appropriate responses to all complaints of bullying or harassment we receive.
- e. All complaints will be treated with the strictest confidence and handled sensitively. We will be mindful of our duties within Safeguarding protocols.
- f. Complaints of any incidents of bullying or harassment will be moved through the Hinderclay Village Hall complaints procedure.
- g. We will strive to make sure the complainant is not victimised as a result of making the complaint.
- h. The Trustees will seek external, professional, support when dealing with a complaint should this be warranted.

This policy will be monitored and subject to review.

Relevant Legislation:

The Equality Act 2010; this Act defines nine characteristics which are protected in law.

*Age *Disability *Gender reassignment * Marriage /civil partnership *Pregnancy /maternity * Race
*Religion or belief *Sex *Sexual Orientation