

BREDE VILLAGE HALL

Registered Charity No.233559

Brede Village Hall, Cackle Street, Brede, East Sussex, TN31 6DX

BULLYING AND HARASSMENT POLICY

1. Purpose

This policy defines how Brede 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 and Management Committee of BVH, 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 and 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 includes written or verbal comments, pornographic or explicit images, unwanted and non-consensual physical contact or touching, suggestive behaviour and 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 can also be 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.

4. Roles and responsibilities

- A. The Brede Village Hall Management Committee will foster and maintain a culture of respect within the committee and in our interactions with 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 Management Committee 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 Brede 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 Management Committee will seek external, professional, support when dealing with a complaint should this be warranted.
- I. The Brede Village Hall Management Committee will carry out an annual review of this policy.

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