

Bullying & Harassment Policy

Approved by:	Group Leadership Team		
Effective date:	01/08/2017	Review date:	31/07/2020
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Status:	Approved	Version:	5.00
Audience:	Internal		
Supersedes:	<i>Aster Group Bullying & Harassment Policy v4. 01.08.2014</i>		

1 Introduction

- 1.1 The aim of this policy is to
 - promote a business environment free from hostility, where differences are valued and based on tolerance.
 - ensure that everyone who is involved in the work we do at Aster is treated fairly, courteously, with dignity and with respect.
 - communicate that bullying and harassment has no place within our organisation.
- 1.2 Under the Health and Safety at Work Act 1974, employers are responsible for the health, safety and welfare at work of all employees.
- 1.3 As defined under the Equality Act 2010; harassment is unwanted conduct related to a relevant protected characteristic, which has the purpose or effect of violating an individual's dignity or creating an intimidating, hostile, degrading, humiliating or offensive environment for that individual.
- 1.4 The protected characteristics are; age, disability, sex, sexual orientation, gender reassignment, marriage or civil partnership, race, religion or belief, pregnancy or maternity.
- 1.5 Bullying may be characterised as offensive, intimidating, malicious or insulting behaviour, an abuse or misuse of power through means that undermine, humiliate, denigrate or injure the recipient.

2 Policy statement

- 2.1 Appropriate strategies for the prevention of bullying and harassment will be adopted, monitored and regularly reviewed.
- 2.2 We will ensure that individuals understand their rights and their responsibilities.
- 2.3 We will respond appropriately to reported incidents, using a victim centred approach, providing support and guidance and take all necessary action; including working with external agencies as required.

3 Related Policies and Procedures

- 3.1 [Bullying & Harassment Procedure](#)
- 3.2 [Grievance Procedure](#)
- 3.3 [Disciplinary Procedure](#)