



Welwick Parish Hall

North Lane, Welwick, HU12 0SJ

Charity Reg. No.1083040

BULLYING AND HARRASSMENT POLICY

Written – October 2025

Review – October 2027

1. STATEMENT OF INTENT

Welwick Village Hall Committee is committed to encouraging all users of the Village Hall to maintain good relations and not use words or deeds that may harm the wellbeing of others.

Everyone has the right to be treated with consideration, fairness, dignity and respect and this contributes to an environment in which individuals feel safe to participate and to work or volunteer. This policy applies to everyone who uses the hall including trustees, volunteers, hall users, visitors and contractors. It applies to adults and children who are considered old enough to understand the concept. Younger children will understand this as “being kind and saying kind words”.

The Village Hall Committee will take seriously and investigate any allegations of bullying or harassment and our values of integrity, care and co-operation guide our actions and interactions.

2. WHY WE HAVE A POLICY

- To create a climate in which all types of bullying and harassment are regarded as unacceptable.
- To promote an environment free from threat, harassment and any type of bullying behaviour.
- To take positive action to prevent bullying and harassment from occurring.
- To show commitment to overcome bullying and harassment by practicing zero tolerance.
- To ensure staff and volunteers etc. can work in a respectful environment.

3. DEFINITION OF HARRASSMENT AND BULLYING

Harassment and bullying can be summarised as any behaviour that is unwanted by the person to whom it is directed. It is the impact of the behaviour rather than the intent of the perpetrator that determines whether harassment or bullying has occurred.

Bullying is unlikely to be a single or isolated instance. It is usually, but not exclusively repeated and persistent behaviour may include:

- Conduct which is intimidating, physically abusive or threatening.
- Conduct which denigrates, ridicules or humiliates an individual, especially in front of others.
- Conduct which is malicious or insulting.
- Targeting on one person when there is a common problem.
- Shouting at an individual to get things done.

Harassment may be defined as any conduct which is:

- Unwanted by the recipient.
- Is considered objectionable.
- Causes humiliation, offence, distress or other detrimental effect.

Harassment may be an isolated incident or repetitive; or occur against one or more individuals. Harassment may be, but is not limited to:

- Physical contact – ranging from touching to serious assault, gestures, intimidation or aggressive behaviour.
- Verbal – unwelcome remarks, suggestions and propositions, malicious gossip, jokes and banter or offensive language.
- Non-verbal – offensive literature or pictures, graffiti and computer imagery, isolation and exclusion from social activities.
- Sexual – unwanted conduct which has the effect of violating the dignity of another person or creating an environment which is hostile, humiliating, degrading or intimidating. This behaviour can be considered sexual harassment even if the alleged harasser didn't mean it to be and may be a criminal offense. Sexual harassment may be written or verbal comments, pornographic or explicit images, unwanted and non-consensual physical contact or suggestive behaviour.
- Racial – 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 actions which undermines the individual.

- Sexual orientation – discrimination or persecution of someone who associates with a person or group that have a specific protected characteristic. Maybe 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. WHAT TO DO IF YOU THINK YOU ARE BEING HARRASSED OR BULLIED

Please report any concerns regarding bullying or harassment to a member of the Village Hall Committee.

5. WHAT WILL THE VILLAGE HALL COMMITTEE DO?

- Treat all incidents fairly, sensitively and in the strictest confidence whilst been mindful of our duties regarding Safeguarding protocols.
- Listen to all parties involved in the incident and be supportive of the person who raised them.
- Investigate as fully as possible taking all concerns raised seriously.
- Take appropriate action promptly. This may involve asking people to leave the premises and preventing future bookings or attendance at the hall for a fixed period of time or indefinitely.
- Record all incidents of bullying.
- Ensure complainant is not victimized as a result of making the complaint.
- Promote the use of strategies which challenge bullying behaviour.
- The trustees will seek external, professional support when dealing with a complaint should this be required.