

# Harassment policy

First approved by Finance and







- vix. consult with Human Resources or a colleague or union representative, as necessary.

#### 4.4 The U

- 4.4.1 London Metropolitan University will ensure that, wherever reasonable and possible, adequate resources are made available to promote dignity and respect for all members of staff throughout the university and to deal effectively with complaints of harassment, as appropriate.
- 4.4.2 London Metropolitan University will ensure that this policy and the procedure for dealing with complaints of harassment are communicated to all members of staff and that all members of staff, managers and supervisors are aware of their responsibilities.
- 4.4.2 London Metropolitan University will ensure that relevant training is provided which enables staff to identify instances of harassment and bullying, and respond appropriately to issues they encounter. This is provided through an e-learning course, which helps staff to understand their rights and responsibilities and take an active role in promoting dignity at work. The training can be accessed through our [MyDevelopment portal](#).

### 5. Implementation and review

- 5.1 The University will monitor all incidents of harassment and will review the effectiveness of this policy and procedures every two years.
- 5.2 Training will be provided to all managers to ensure they gain the knowledge, skills and understanding necessary to operate this policy and procedure sensitively and effectively.
- 5.3 Human Resources will review the wording of this policy every two years.

### 6. Support for staff

- 6.1 Support for staff is available from a number of sources including:
  - external support from our Employee Assistance Programme;
  - our staff networks; and our recognised trade union representatives.

# Appendix 1

## Definitions of harassment and examples of unacceptable behaviour

The examples listed below should not be considered to be exhaustive.

### 1. Bullying

1.1 Bullying includes threatening, abusive, intimidating or insulting behaviour, which may be abuse of power, position or knowledge. It can happen in public or in private and may arise from the combination of an authoritarian personal style in the bully and a lack of assertiveness and self-confidence in the person/s being bullied. The bully may be in a position of authority, which they abuse by bullying subordinates, however there may be bullying at peer group level and members of staff may bully their manager.

1.2 Some examples of bullying behaviour are:

stalking

abuse of position/power in using inducements/threats to affect promotion/career

acts of violence such as physical blows

persistent shouting

persistent sarcasm

persistent derogatory or belittling remarks concerning job performance or personal attributes

persistently punishing with trivial tasks

constant criticism

removing responsibilities

refusing to delegate so as to undermine specific individuals

persistently ignoring or patronising

setting an individual up for failure with impossible workloads and deadlines

invasion of personal space or privacy, physical abuse or intimidation

rudeness including lack of courtesy

## 2. Harassment

- 2.1 Harassment is clearly defined in the Section 26 of the Equality Act 2010. It defines harassment as the engagement of unwanted conduct related to a protected characteristic, where the conduct has the purpose of violating dignity or creating an intimidating, hostile, degrading, humiliating or offensive environment. Harassment includes any incidents of physical violence towards another person(s) on the basis of a protected characteristic and can range from bullying to more subtle behaviour such as ignoring an individual at work. Harassment may not be face to face but may occur in written communications, electronic (e)mail and telephone calls.
- 2.2 The relevant protected characteristics are age; disability; gender reassignment; race; religion or belief; sex; and sexual orientation.
- 2.3 Harassment related to a protected characteristic may include:

Physical attack.

- 2.4 Under the Protection from Harassment Act 1997, all forms of repeated harassment are unlawful even if they are not related to a protected characteristic. Harassment can therefore encompass any behaviour that can reasonably be seen as intimidating, offensive, hostile or degrading to another person.

## 3. Sexual harassment

- 3.1 Sexual harassment, which is a form of sexual misconduct, is defined by Section 26 (2) of the Equality Act 2010) as unwanted conduct of a sexual nature which has the purpose or effect of or creating an intimidating, hostile, degrading, humiliating or offensive environment for the recipient.

**Sexual misconduct** relates to all unwanted conduct of a sexual nature, including, but not limited to:

- i. Sexual harassment (as defined by Section 26 (2) of the Equality Act 2010)
- ii. Unwanted conduct which creates an intimidating, hostile, degrading, humiliating or offensive environment (as defined by the Equality Act 2010)
- iii. Assault (as defined by the Sexual Offences Act 2003)
- iv. Rape (as defined by the Sexual Offences Act 2003)
- v. Physical unwanted sexual advances (as set out by the Equality and Human Rights Commission: Sexual harassment and the law, 2017)
- vi. Intimidation, or promising resources or benefits in return for sexual favours (as set out by the Equality and Human Rights Commission: Sexual harassment and the law, 2017)

vii. Distributing private and personal explicit images or video footage of an individual without their consent (as defined by the Criminal Justice and Courts Act 2015).

Further information is available from the [Equality and Human Rights Commission](#) Code of Practice - Sex Discrimination. The Code provides guidance as to what steps it is reasonably practicable for employers to take to ensure that their employees do not, in the course of their employment, act unlawfully contrary to the Sex Es.(y )-4(con)14(t)-4(r)-3(a1)ETQ1(he)3(i)5(r)7( 18 Tm0 g0 G0 G



Homophobic bullying could constitute threatening to out someone or

disrespectful and unwelcome imposition of religious views and beliefs upon others

embarrassing or derogatory remarks related to religion

exclusion from work-related social activities on the basis of religion  
ridicule and religious jokes

**Antisemitism** which is a certain perception of Jews, which may be expressed as hatred toward Jews. Rhetorical and physical manifestations of antisemitism are directed toward Jewish or non-Jewish individuals and/or their property, toward Jewish community institutions and religious facilities. As defined by the International Holocaust Remembrance Alliance (IHRA)

## 10. Other forms of harassment

10.1 Other forms of harassment include:

Hate crimes, as defined by the Home Office in 2016

Micro aggression, which is small acts or remarks that makes someone feel insulted or treated badly because of their race, sex, etc., even though the insult, etc. may not have been intended, and that can combine with other similar acts or remarks over time to cause emotional harm

the harassment/victimisation of an individual who has complained

the attempt to involve others in criminal or antisocial behaviour

sexual orientation, nationality, ethnicity, social status, disability, religion and so on.

Examples of harassment on multiple grounds could include:

excluding a bi person from a faith-event or society, because you false

A Black gay man will deal with homophobia and racism simultaneously. His experience is shaped by how those forces come together. The racism he faces is reinforced by homophobia - his experience is different to a Black man who is straight. At the same time, the homophobia he faces is reinforced by racism - his oppression is different to a white man who is gay. The total impact on him is more than racism plus homophobia, because when these forces come together t