



Anti-Bullying and Harassment Policy

Purpose

Heal Rewilding is committed to providing a respectful and supportive environment, free from bullying, where all employees, volunteers, visitors, and stakeholders feel safe. Bullying undermines wellbeing, impacts productivity, and is contrary to our values.

Policy Overview

This policy sets out our approach to preventing and addressing bullying. We aim to promote a culture of respect and positive engagement, with procedures in place to handle bullying effectively if it arises.

Compliance

This policy aligns with UK laws that protect against harassment and harmful behaviours in the workplace, including:

- Equality Act 2010
- Protection from Harassment Act 1997

Scope

This policy applies to all individuals associated with Heal Rewilding, including employees, volunteers, trustees, contractors, service users, and visitors. It covers:

- Workplace behaviours at our premises or during off-site events
- Online interactions through email, social media, and messaging apps
- Social settings linked to work activities, such as after-work events

Bullying or harassment can occur in person or remotely, and this policy aims to ensure that such behaviour is quickly identified, addressed, and resolved.

Understanding Bullying

Bullying refers to repeated, unreasonable behaviour that causes someone to feel intimidated, humiliated, or degraded. It may involve misuse of power, verbal abuse, or exclusion, and it can impact an individual's well-being and performance.

Examples of bullying include:

- Spreading malicious rumours or gossip.
- Deliberately excluding someone from meetings or social events.
- Undermining someone's work or responsibilities without justification.
- Threatening, insulting, or humiliating comments.



- Abuse of power or authority to disadvantage others.
- Cyberbullying, such as sending offensive messages via email or social media.

Understanding harassment

Harassment is unwanted conduct related to a protected characteristic under the Equality Act 2010 (e.g., race, religion, sex) that violates a person's dignity or creates an intimidating, hostile, degrading, or offensive environment.

Protected characteristics include age, disability, gender reassignment, race, religion or belief, sex, sexual orientation, marriage/civil partnership, and pregnancy/maternity (also see Heal's Anti-Discrimination Policy).

Examples of harassment include:

- Physical: Unwanted touching or assault.
- Verbal: Offensive jokes, threats, or comments based on a protected characteristic.
- Non-verbal: Displaying offensive material or inappropriate gestures.
- Digital harassment, such as offensive emails or discriminatory posts.

Some forms of bullying may also constitute harassment if they are related to a protected characteristic.

Responsibilities

At Heal Rewilding, everyone has a role in creating a respectful environment.

- Employees and Volunteers: Must treat others with respect, report any concerns, and actively support a safe workplace
- Line Managers and Trustees: Must act promptly if they witness or are informed of bullying or harassment and ensure that complaints are managed fairly and consistently. They are responsible for monitoring team dynamics and following up to prevent recurrence
- The Organisation: Whenever funds allow, we will provide training and support to raise awareness of bullying and harassment, including unconscious bias, cyberbullying, and conflict resolution

Reporting Bullying and Harassment

If you believe you are being bullied or harassed, or if you witness bullying and/or harassment, report it as soon as possible. Reports can be made verbally or in writing to:

- Your line manager or a trustee
- A designated safeguarding officer

Investigation Process

Heal Rewilding takes all complaints seriously. The process for managing internal and external complaints is the same. Our process for managing complaints is as follows:



Acknowledgement

- The complainant will receive written confirmation within 3 working days that their complaint has been received.

Investigation

- An impartial investigator (e.g., a senior manager or trustee) will gather evidence and speak to all involved parties.
- Investigations will be carried out confidentially, and only those directly involved will have access to the information.

Outcome and Actions

Both the complainant and the accused will be informed of the investigation outcome within 10 working days.

If the complaint is upheld, appropriate actions will be taken, which may include:

- Disciplinary action, including dismissal
- Mediation between the parties involved
- Training or coaching to prevent future incidents
- Issuing warnings or terminating agreements

Appeal Process

Both parties have the right to appeal the decision if they are not satisfied with the outcome. Appeals must be submitted in writing within 10 working days of receiving the decision.

Confidentiality and Data Protection

All complaints and investigations will be handled with strict confidentiality. Personal data will only be shared with those directly involved in resolving the complaint and in compliance with the UK GDPR. Breaches of confidentiality may result in disciplinary action.

Support for Affected Individuals

We recognise that involvement in bullying or harassment cases can be stressful. When there are funds available or if we can secure pro bono help, we provide support to all parties involved, including:

- Counselling or access to external mental health services
- Mediation services to help resolve conflicts
- Follow-up support to ensure issues are resolved and do not recur

Preventative Measures and Code of Conduct

We are committed to proactively preventing bullying and harassment by:

- Providing regular training, when funding is available, on workplace behaviour, inclusion, and conflict resolution



- Issuing a Code of Conduct to all employees, volunteers, and visitors, outlining expected behaviour
- Monitoring team dynamics and taking early action if issues arise

Our Code of Conduct applies equally to external partners, visitors, and contractors to ensure a positive experience for all involved with Heal Rewilding.

Monitoring, Review, and Feedback

We will monitor all incidents of bullying and harassment to identify trends and take proactive measures to address underlying issues.

This policy will be reviewed annually or in response to any significant changes in legislation or organisational practices. We encourage feedback from all individuals on how we can improve this policy.

Conclusion

At Heal Rewilding, we believe that everyone deserves to work in an environment where they are treated with dignity and respect. We are committed to preventing bullying and harassment and will take all necessary steps to address such behaviour swiftly and fairly.

Contact Information

For questions or further information, contact:

- Address: Heal Rewilding, Lower West Barn Farm, Bindon Lane, Witham Friary, Frome, BA11 5HH
- Email: heal@healrewilding.org.uk
- Phone: 01749 684757

Adoption and Review

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