

Harassment and Bullying Policy

Policy Statement

Intec Business Colleges Ltd believe that excellence will be achieved through recognising the value of every individual. We aim to create an environment that respects the diversity of staff, visitors and learners enabling them to achieve their full potential. Bullying isn't unlawful but it is similar to harassment which is against the law.

As stated within the Equality Act 2010, Intec will not tolerate discrimination or behaviour that is bullying or harassment. As a employee, learner or visitor to Intec you have the right:

- To be treated with respect and dignity
- To be treated fairly with regard to all procedures, assessments and choices
- To receive encouragement to reach your full potential
- To be provided with a safe, supportive and welcoming environment

You have the responsibility:

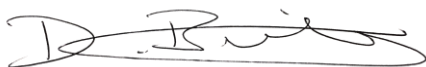
- To treat others with respect and dignity
- To treat others fairly with regards to all procedures, assessments and choices
- To encourage others to reach their full potential
- To contribute to providing a safe, supportive and welcoming environment

Policy Review

This policy is reviewed annually by the Intec Safety, Health, Equality, Diversity and Safeguarding (SHEDS) Group, organised by the group lead on equality.

Policy last reviewed: March 2021
Next review date: March 2022

Additionally this policy will be reviewed as a result of legislative changes between dates.



Darren Bunting
Managing Director

You have the right to be and feel safe

Physical abuse

No one should touch you in a way that physically hurts. This may include hitting, slapping, pushing, kicking or holding you back.



Sexual abuse

No one should touch you in a manner that makes you feel uncomfortable or upset. No one should make suggestive, sexual remarks to you.



Emotional abuse

No one should upset your feelings by bullying you by taunting, teasing or making belittling remarks.



Stealing

No one should force you to hand over money or possessions. Stealing is a criminal offence.



Discrimination

No one should be treated badly because of their difference in age, disability, gender, ethnicity, religion. Everyone is different.



Neglect

If you are looked after by a carer, he/she should not neglect or ignore you. You should know you are cared for.



If you think you have suffered any of the above forms of abuse by another learner, employer or any other person, you should report this to a trusted member of staff as soon as possible, or call: 07921 971036 or 07843 460807

Head Office

Old School, Pennington Court, Rugby, Warwickshire CV21 2BB

Telephone 01788 575090 | Freephone 0808 100 1155 | Fax 01788 575411

intec@intecbusinesscolleges.co.uk | www.intecbusinesscolleges.co.uk

Freephone 0808 100 1155

 softwaretraining.co.uk

www.intecbusinesscolleges.co.uk

