



Bullying and Harassment Policy

Introduction

This policy outlines the commitment of Picturing Health to provide a safe and respectful environment for all staff, volunteers, trustees, and others involved in our charity. Bullying and harassment will not be tolerated under any circumstances.

Purpose

The purpose of this policy is to ensure everyone associated with Picturing Health understands what constitutes bullying and harassment, how to report concerns, and the steps we will take to address any incidents.

Scope

This policy applies to all employees, volunteers, trustees, and anyone working on behalf of Picturing Health, regardless of location or role.

Definitions

- **Bullying:** Persistent or repeated behaviour that is intended to hurt, intimidate, undermine, or humiliate another person. This may include verbal abuse, physical intimidation, exclusion, or spreading rumours.
- **Harassment:** Unwanted behaviour that violates a person's dignity or creates an intimidating, hostile, degrading, humiliating, or offensive environment. This includes harassment based on protected characteristics such as age, gender, race, religion, disability, or sexual orientation.

Policy Statement

Picturing Health is committed to creating an inclusive and supportive environment. Bullying and harassment will not be tolerated. We will take all complaints seriously and ensure they are investigated promptly and fairly.

Reporting Procedures

1. If you believe you have been bullied or harassed, or have witnessed such behaviour, report the issue to the Chair of Trustees or another Trustee if you prefer.
2. All reports will be treated confidentially and investigated without delay.

Investigation Process

- Upon receiving a report, an impartial person will be appointed to investigate the matter.
- Both parties will have the opportunity to give their account and provide any evidence.
- Findings will be shared, and appropriate action will be taken as necessary.
- Support will be offered to those affected throughout the process.

Consequences

Anyone found to have bullied or harassed another person may face disciplinary action, up to and including dismissal from their role or removal from the charity.

Prevention and Support

- We encourage open communication and respect among all members.
- Training and guidance will be provided where appropriate.
- Support is available for anyone affected by bullying or harassment.

Review

This policy will be reviewed annually, or sooner if legislation changes or an incident occurs that warrants review.

Contact

For questions or to report concerns, please contact the Chair of Trustees.

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