



Policy for discrimination, bullying, cyberbullying, sexual harassment and abusive behaviour

This Statement sets out the policy of CITY College in cases of discrimination, bullying, cyberbullying and abusive behaviour. CITY College recognises that inclusion, respect and safety are of great importance to the well-being of staff and students.

Purpose

The aims of this policy are to:

- provide definitions of sexual harassment, bullying and abusive behavior;
- raise awareness of the inclusive academic community and culture of CITY college;
- provide pathways of resolution and for reporting and addressing reports of harassment, bullying and hate incidents.

We expect that everyone in the College will accept the importance of inclusion and respect for the dignity of any person while conducting their activities and will cooperate in achieving the highest standards in this matter. Our aim is for all students and staff to feel that they are an integral part of our community and create an inclusive culture where everyone feels accepted and valued in order to create an academic culture of growth and knowledge.

We aim to foster a positive culture for working and studying which supports a diverse community where all individuals are treated with dignity and respect, free from harassment, bullying and abusive behaviours and ensure that any occurrences of harassment, bullying and discrimination within the College are taken seriously and dealt with promptly and with due sensitivity.

Objectives

Ensuring everyone understands their responsibilities to foster an inclusive learning, working and social environment in order to ensure diversity is reflected in our decision-making bodies and committees, and that they actively contribute to promoting equality and inclusive practice to support equality, diversity and inclusion activity within the departments, the college and its professional services.

Definitions

Sexual Harassment: behaviour characterized by the making of unwelcome and inappropriate sexual remarks or physical advances in a workplace or other professional or social situation.

Bullying: Bullying may be broadly defined as behaviour which is: usually persistent, unwarranted and unwelcome, offensive, intimidating, humiliating, malicious or insulting. It undermines another's confidence, reducing feelings of self-esteem and self-worth.

Cyber Bullying: Cyber bullying is a form of bullying which takes place online via social networking sites, messaging apps, gaming sites and chat rooms. It involves sending offensive, hostile, rude, insulting or threatening messages or sending fake information about another person that is damaging.

Discrimination: can occur when a person is treated less favourably than another person, including the following:

- Age
- Disability
- Gender reassignment
- Marriage and civil partnership
- Pregnancy and maternity
- Race
- Religion or belief
- Sex
- Sexual orientation

Pathways for resolution

All members of our community have the right to a fair, welcoming and inclusive environment that is free from all forms of discrimination and bullying. CITY College strongly encourages those who have experienced or witnessed any form of discrimination, bullying, cyberbullying or abusive behavior to report such incidents to the Academic Director and Head of the Department in which students or staff study/work in.

The College and all those involved in following this policy and procedures will comply with the principles of the GDPR (General Data Protection Regulation).

A complaint may be laid at any time. However we encourage any individual that is going to make a formal complaint to do so as soon as they are able.

Where the alleged perpetrator is a student or staff member, the investigation will be dealt with under CITY College Policy for malpractice, impropriety or wrongdoing, and CITY College Regulations.

Specifically for issues related to Sexual Harassment:

- If the alleged perpetrator is a student, the procedure to be followed is described in the CITY College Regulations 2021-22 pages 22-25.
- If the alleged perpetrator is a member of staff a Sexual misconduct / Sexual Harassment committee undertakes an investigation. The Committee is chaired by the Gender Equality Officer and has a Vice Principal and Senior Academic of the related department (or a Senior Administrator in the case that the alleged perpetrator is a member of the administrative staff) as

members, The Committee submits its finding and suggestions to the Principal that decides the necessary disciplinary action and also whether to report the incident to the authorities.

The Gender Equality Officer is responsible to provide support to the alleged victim in both cases involving the CITY College Community Counseling Center as appropriate.