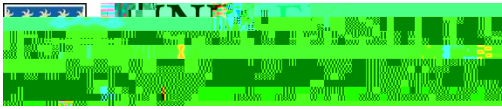
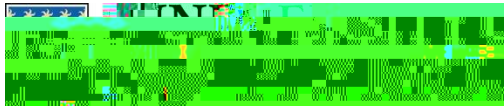




Dignity and Respect Policy
Staff and Students
(Version 3.0)







3. Policy statement

This policy sets out our commitment, including the commitment of our Board of Governors, Vice-Chancellor and senior management, to ensure that Dignity &

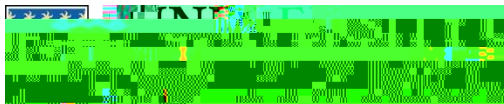


If you are not a student or member of staff, then you can use the Speak Up online reporting tool www.plymouth.ac.uk/speak-up or email equality@plymouth.ac.uk to raise your concerns. In cases where the concerns are raised by someone who is not a member of the University the matter will normally be dealt with by the Faculty or Professional Service area involved. They will have the authority to take the appropriate course of action dependent on the details of the concern raised.

6.1 Informal resolution

Step 1:

The University encourages



If you are reporting the behaviour of a member of staff, then you should report the incident via [Speak Up](#) and the matter will be taken forward by the relevant Human Resources policy.

6.3 Time scales

We would encourage you to raise your concerns as soon as possible following the incident, and this should be within



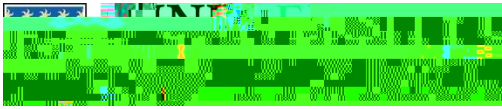
They never record any information on the monitoring forms which would allow any individual to be identified.

The Equality and Diversity Team will analyse the monitoring forms to review the success of the informal complaints procedure and identify any areas of particular concern.

Anonymous Reports received from Speak Up are recorded confidentially and analysed by both the Equality and Diversity Team and Student Services to identify any areas of particular concern. Where an individual is named in an anonymous report the University will carefully consider notifying them of the concern raised and will do so only where appropriate and reasonable to do so.

9. Support and guidance

If you are experiencing behaviours that undermine your dignity and are being treated with a lack of respect then you are strongly encouraged to report this but regardless of what action you choose to take, you will





2) Sexual harassment.

Treating a person less favourably because they reject sexual harassment related to sex or gender reassignment or submits to it (tolerates it or allows it to happen).

Behaviour that is acceptable to one person may be unwanted by another. When assessing whether behaviour is harassment, we must look at whether the behaviour, whether unintentional or deliberate, is unacceptable to the person on the receiving end and would be judged as harassment by any reasonable person. The word 'unwanted' means the same as 'unwelcome' or 'uninvited'. The person the behaviour is directed toward does not have to expressly object to the behaviour before it is considered to be unwanted.

If the person responsible for the behaviour did not intend to create a negative environment, the behaviour will still be harassment if it has the effect of creating such an environment. When deciding whether behaviour has had a negative effect, we will take account of each of the following:

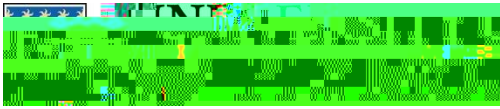
- The view of the person who made the complaint. For example, whether they feel the behaviour has created an intimidating environment.
- Whether it is reasonable for the behaviour to have the stated effect. This is an objective test.

Whether you are an employee or student, you can make a complaint of harassment if you find behaviour offensive and it relates to a protected characteristic. This applies even if the behaviour is not directed at you. You do not need to have the relevant characteristic yourself to make a complaint.

The Equality Act also protects people from harassment because of perception and association. This means it is still harassment even if the person does not have the characteristic but is wrongly considered to have the characteristic or is harassed because of their association with someone who has the characteristic, such as a family member, friend or partner.

Harassment may take many forms and includes behaviour related to a protected characteristic. However, harassment is not always related to any of the above. Examples of behaviour which is likely to be considered harassment are given below. This is not a full list, and we will view other forms of harassment equally seriously:

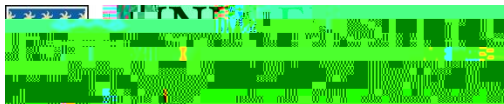
- Behaviour of a racist, sexist, homophobic, biphobic, transphobic, ageist, antisemitic or disablist nature.
- Using misogynistic language or behaviour.
- Any behaviour or abuse which may cause distress, such as name-calling, ridicule, insults, jokes, graffiti, physical abuse.
- Abuse through email, texts, websites or social media.
- Invading someone's personal space.
- Displaying offensive material. This can be on paper or electronically (for example, on social media).
- Spreading malicious rumours or insulting someone (particularly because of that person's age, race, sex, disability, sexuality, religion or belief, or because they are transgender).
- Preventing other people from progressing by deliberately blocking their educational progress or training and development opportunities or promotion.
- Intentionally isolating or excluding someone.



- Persistent, unwelcome contact, which may include text messages, emails, phone calls, gifts, letters, and calling at a person's home or place of work or study.
- Stalking.
- Offensive sexual behaviour such as suggestive looks, leering and remarks (including on social media and electronic communication devices), offensive flirting, unwanted physical contact, unwanted sexual advances or demands for sex and compromising invitations.
- Offers of favourable treatment in return for sex (or threats of disadvantage if the person refuses).
- Making it public that someone is gay, lesbian, bisexual or transgender when they would prefer to keep this information private (known as 'outing').
- Making it public that someone has an underlying health condition without their consent
- Drawing unwelcome attention to, or abusing someone's, religious beliefs including ethical veganism or a lack of religion/belief.

Victimisation

Victimisation is when a person is treated less favourably because they have made, or indicated an intention to make, a complaint of discrimination (including harassment or bullying), or have helped another person to make a complaint under the Equality Act 2010 by providing evidence or information or participated in an investigation or disciplinary hearing arising from a complaint. Victimisation can count as unlawful discrimination and result in disciplinary action, regardless of the outcome of the original complaint.



1. Document Governance

TITLE

Dignity and Respect Policy (staff)