

The Cultural Partnership: more arts.

Charitable Incorporated Organisation No.1154785

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| P&P No: | P&P/ma019 |
| P&P TITLE: | BULLYING AND HARASSMENT/DISCRIMINATION POLICY |
| APPLICABLE TO: | Trustees |
| BACKGROUND: | We take any bullying or discrimination complaint seriously and will look into it as soon as possible.A complaint of bullying or harassment could come from:* an employee or job applicant about something they've experienced.
* an employee who's witnessed bullying or discrimination directed at someone else.
* a volunteer or trustee.

We will look into the complaint in a way that's fair and sensitive to:* the person who made the complaint.
* anyone who witnessed it.
* anyone accused of bullying or discrimination.
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| P&P DETAIL: | By law (Equality Act 2010), discrimination is when someone is treated 'less favourably' than someone else because of these 'protected characteristics':* age
* disability
* gender reassignment
* marriage and civil partnership
* pregnancy and maternity
* race
* religion or belief
* sex
* sexual orientation

Types of discrimination include direct and indirect discrimination, harassment and victimisation.In some circumstances, harassment could also be a hate crime.If the complaint can be handled informally, the charity Chair will:* have a quiet word with the person who's been complained about.
* arrange a meeting with everyone involved.
* offer mediation.

If the complaint needs to be handled formally (e.g. a serious complaint), someone will need to investigate the complaint. That person should be neutral and not involved in the complaint. If this is not possible, the person investigating must keep an open mind and carry out a fair investigation.The Chair of the charity is the first choice of person responsible for investigating the complaint.If a settlement cannot be agreed, the complainant should refer to the guidance at ACAS at:<https://www.acas.org.uk/handling-a-bullying-discrimination-complaint> |
| TRAINING: | All Trustees will be provided with a copy of this policy during induction. |
| REVIEW DATE: | As appropriate. |
| DATE P&P CREATED/UPDATED: | 4th November, 2023 |
| DATE APPROVED BY TRUSTEES: |   |