

# **Confederation of Registered Essence Practitioners (COREP)**

## **Harassment and Bullying Prevention Policy 2013**

### **1. Policy Statement**

- 1.1 The Confederation of Registered Essence Practitioners (COREP) wishes to provide a stimulating and supportive learning environment which will enable its Practitioners, tutors and students to fulfil their personal potential and creativity. COREP accepts that such an environment cannot be created or sustained if anyone is subject to harassment, intimidation, aggression or coercion.
- 1.2 COREP is fully committed to the principles of equal opportunities in the workplace and regards personal harassment or bullying as a discriminatory and unacceptable form of behaviour.
- 1.3 Accordingly, COREP will treat any incident of harassment or bullying as a serious matter which may lead to disciplinary action according to the terms of its Disciplinary Policy, up to and including termination of Membership or dismissal from a course, being taken against the perpetrator.
- 1.4 All COREP practitioners and tutors are responsible for ensuring that personal harassment or bullying of another person does not occur.
- 1.5 Harassment or bullying outside the teaching or practitioner environment may fall within the remit of this policy and its procedures.
- 1.6 In addition to any penalty imposed by COREP, those responsible for harassing or bullying others may be subject to criminal and/or civil proceedings. Nothing in this policy and its procedures will prevent COREP practitioners, tutors or students from exercising their legal rights.

### **2. Policy Definition**

#### *2.1 Harrassment*

Harassment may take many forms but essentially consists of behaviour which is unacceptable to and diminishes the dignity of the recipient(s) and which creates an intimidating, hostile or offensive environment for that individual. Harassment may involve single, sporadic or continuing acts of intimidation, coercion, verbal or physical abuse, or the creation and/or maintenance of an offensive environment for others. Harassment or bullying relating to another's age, disability, ethnic and national origin, gender reassignment, marital status, religion, sex or sexual orientation is all included within this definition.

#### *2.2 Bullying*

Bullying damages individuals' health and lives and also undermines productivity and effective relationships. Harassment may be seen as bullying when a superior uses the opportunity of position to intimidate a subordinate, in peer relationships or, in rare cases, may affect someone in a superior position. Harassment can also be regarded as bullying when it involves behaviour which consistently undermines another's confidence, reducing feelings of self-esteem and self-worth. Such behaviour may be deliberate, as in a planned campaign, or may arise out of the bully's own immaturity, lack of inter-personal skills and poor self-confidence. Bullying is generally psychological, but may, more rarely, be physical. It may also be exacerbated by the bully's own susceptibility and reaction to stress. In a working environment, bullying

consists of the abuse of power and the regular use of inappropriate behaviours at the expense of another individual. Some examples of bullying are:

- physical or verbal abuse, including threats.
- psychological intimidation, humiliation, excessive and/or unreasonable criticism.
- unjustifiable removal of areas of responsibility.
- ostracism (“sent to Coventry”)/exclusion.
- malicious lies.
- setting unreasonable and unrealistic goals/targets.
- “academic bullying”: i.e. asserting a position of intellectual superiority in an aggressive, abusive or offensive manner; threats of academic failure; public sarcasm and humiliation.

Note, however, that legitimate, constructive and fair criticism of someone’s performance or behaviour is generally not be considered to be bullying or harassment. However, COREP will not condone bullying under the guise of “strong management” but, conversely, will regard an assertive management style as acceptable provided that people are treated with respect and dignity.

### **3. Types of Personal Harassment and Bullying**

These may be:

- Sexual
- Racial
- Religious
- Other forms

#### **3.1 Sexual harassment and bullying**

Sexual harassment and bullying is a form of sex discrimination and involves unwanted and unwelcome attention of a sexual nature. This may be physical or verbal or involve the denigration of an individual on sexual grounds or by sexual means. Some examples of sexual harassment and bullying are:

- indecent assault.
- deliberate physical contact to which the individual has not consented or had the opportunity to object to.
- offensive or derogatory language alluding to a person's private life or sexual behaviour or orientation by innuendo, jokes or remarks.
- provocative suggestions.
- pressing an individual to accept unwelcome invitations.
- the display of suggestive or pornographic material.
- unwelcome repeated telephone calls, letters or emails.

#### **3.2 Racial harassment or bullying**

Racial harassment or bullying is any behaviour, deliberate or otherwise, relating to race, colour, ethnic or national origin directed at an individual or group, which is found to be offensive or objectionable to the recipient and which creates an intimidating, hostile or offensive environment. Some examples include:

- physical attack.
- verbal abuse, threats, derogatory name-calling, racist insults and jokes.
- ridicule of an individual on racial or cultural grounds.
- exclusion from normal workplace interactions or social events.
- unfair allocation of work and/or responsibilities.
- racist graffiti/insignia or display of racist material.
- inciting others to commit any of the above.

### **3.3 Religious harassment or bullying**

Harassment or bullying on the basis of religion is any behaviour, deliberate or otherwise, relating to religion or religious persuasion directed at an individual or group, which is found to be offensive or objectionable to the recipient and which creates an intimidating, hostile or offensive environment. Some examples include:

- physical attack.
- verbal abuse, threats, derogatory name-calling, religious insults and jokes.
- ridicule of an individual on grounds of religion or beliefs.
- exclusion from normal places of interaction or social events.
- unfair allocation of work and/or responsibilities.
- inciting others to commit any of the above.

### **3.5 Other forms of harassment and bullying**

The examples above should not be seen as exhaustive and there may be other unwelcome behaviour that could be regarded as sexual, racial, religious harassment or bullying. Some forms are listed below but the list is not exhaustive:

- homophobic harassment and bullying i.e. harassment directed at homosexual persons or groups on the grounds of their sexual orientation, applying equally to homosexual men or women.
- harassment in respect of a recipient's disability or impairment.
- repeated gibes in respect of personal traits or appearance, practical jokes or invasions of privacy, any or all of which may cause physical or psychological distress.
- discrimination on the grounds of age. Harassment on the grounds of age is based on attitudes or assumptions and stereotyping which are prejudicial to older or younger people. Some examples of ageist harassment are derogatory remarks or behaviour, expressing prejudicial assumptions about abilities or excluding people from social activities.