

STUDENT HARASSMENT AND BULLYING POLICY



Introduction

1. The University of Bolton is committed to a policy of equality of opportunity and aims to ensure that no University of Bolton student is subject to harassment or bullying of any nature in the teaching, learning, or working environments so that they are treated with dignity and respect. The policy and procedures seek to encourage students to come forward with their concerns so that they can be dealt with promptly, impartially and with sensitivity.
2. The University will not tolerate bullying and harassment of any kind. All allegations of bullying and harassment will be investigated and appropriate action will be taken. Also the University will not tolerate victimisation of a person for making alleg3(e)-3()veUg a fo0 ot tole54.0o t 0 0

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6. Bullying or harassment relating to a protected characteristic (see paragraph 3) is unlawful discrimination even if it is by association or perception:

7. **Associated discrimination** is where an individual is directly discriminated against or harassed for association with another individual who has a protected characteristic (excluding marriage and civil partnership). For example, a student, whose child has attention deficit hyperactivity disorder, is refused access to a graduation

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- Providing specialist training f4

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investigated under the Policy on Harassment and Bullying in the Work Place.

18. The University has a network of Harassment Advisors that can be contacted for advice. They provide an advisory and guidance role in incidents of harassment and bullying on the options for resolution for students. Contact details are available on [www.bolton.ac.uk/Students/AdviceAndSupport\(d\)-3\(v4-3\(p\)-3\(\(e\)-3\(n\)-3\(ts.\)\)JTJEd\)16s\)20](http://www.bolton.ac.uk/Students/AdviceAndSupport(d)-3(v4-3(p)-3((e)-3(n)-3(ts.))JTJEd)16s)20)

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- Staff who witness bullying or harassment incidents should not ignore it and, if they feel confident to do so, deal with the incident themselves using this policy for guidance. Alternatively staff can contact a Harassment Advisor for advice or advise the student to pursue the matter by following this policy or the Students Complaints Procedure.
- To maintain an appropriate relationship between themselves, colleagues and students based on professional ethical principles.
- To judge performance based on fair, objective and measurable criteria.
- To participate in harassment and bullying awareness training.

Responsibilities of Student Services staff:

- To give appropriate advice to students who make a complaint of harassment or bullying and ensure they are made aware of any support available.

Responsibility of the Head of Learning, Enhancement & Professional Development Unit (LEPDU)

- To ensure that staff are trained in dealing with harassment and bullying in line with these procedures.

Responsibilities of Harassment Advisors:

- To give appropriate support to any student complaint of harassment or bullying.
- To ensure all student cases are dealt with in accordance with the appropriate procedures.
- To be involved in the informal stages of the Student Harassment and Bullying procedure by advising students on this procedure.
- To participate in regular updating and training on harassment and bullying issues.
- To promote and share good practice in dealing with harassment and bullying issues.
- It is **not** the Harassment Advisor the incident, accompany a student to an investigation meeting or counsel students; however, an Advisor can signpost students to these services to be delivered by the appropriate University staff or Student Union.

Responsibilities of the Student Union:

- To advise appropriately to any student on how to proceed with a harassment or bullying incident.
- To give appropriate support to any student complaint of harassment or bullying including accompanying a student to an investigation meeting.
- To promote and share good practice in dealing with harassment and bullying issues.

The process to be followed after an incident

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24. It may be appropriate on occasions for either the student or the University to consider the role of mediation in enabling the complainant to reach informal resolution.
25. If a student has already approached the person(s) directly regarding their behaviour, the student will be offered advice and guidance on further appropriate steps that can be taken.
26. If the student feels unable to take this course of action as set out above, or if they have already approached the person to no avail, or if the harassment is of a very serious nature, they will be advised to raise a formal complaint through the Student Complaints Procedure to resolve the issue.

Formal process Student Complaints Procedure

27. Where the informal method fails to resolve the harassment or bullying or serious harassment or bullying occurs, the next course of action available to the student is to raise a formal complaint through the Student Complaints Procedure. This procedure is designed to enable an individual or groups of students to bring matters of concern to the attention of the University and provide a mechanism for the formal investigation to those concerns with the aim of a satisfactory conclusion.
28. The Students Complaints Procedure can be obtained from the Student Centre or Student Union or can be downloaded from www.bolton.ac.uk/Students/AdviceAndSupport/StudentServices.
29. Any subsequent harassment and bullying incident after a formal complaint has been received will be treated as a separate case.
30. If the complaint of harassment or bullying is found to be malicious, mischievous, or vexatious it will provide grounds for disciplinary action against the complainant through the Student Disciplinary Procedure .

Equality Impact Assessment

31. An Equality Impact Assessment (EIA) has been completed on this policy.
32. The University of Bolton is committed to the promotion of equality, diversity and a supportive environment for all members of our community. Our commitment to equality and diversity means that this policy has been screened in relation to the use of plain English, the promotion of the positive duty in relation to the protected characteristics of race, sex, disability, age, sexual orientation, religion or belief, gender reassignment, marriage and civil partnership, pregnancy and maternity.
33. All University policies are subject to periodic review under the equality impact assessment process.

Monitoring and Review

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