



Policy for Bullying & Harassment

Policy Review Schedule

Date Policy was last Reviewed:	Creation
Date of previous Policy Review:	None
Suggested Date for Review:	July 2023

1.0 Introduction

The Lowestoft Players are committed to encouraging cooperation, teamwork and enjoyment of activities relating to amateur dramatics. Obligation is placed on all Directors, members and associated helpers and contributors to contribute to an environment in which individuals feel safe and everyone is treated with consideration, fairness, dignity and respect.

2.0 What we seek to achieve

Our anti-harassment and bullying policy seek to achieve reduction and eradication through:

- Acknowledgement that such behaviour is unacceptable.
- Raising awareness about bullying and harassment and the forms it can take.
- Encourage and promote an anti-bullying and harassment culture within The Lowestoft Players.

3.0 Definitions

Harassment and bullying can be summarised as any behaviour that is unwanted by the person to whom it is directed. It is the impact of the behaviour rather than the intent of the perpetrator that is the determinant as to whether harassment or bullying has occurred.

HARASSMENT can be defined as conduct which is unwanted by the recipient; is considered objectionable; causes humiliation, offence or distress. This may be in physical, verbal or non-verbal forms (e.g. social media)

BULLYING often takes place in a repeated or persistent manner. It is behaviour that is offensive, abusive, intimidating, malicious or insulting.

Bullying includes: (but not limited to)

- Conduct that is intimidating, abusive or threatening
- Humiliating an individual in front of others
- Picking on one person when there is a common problem
- Shouting at an individual to get something done

- Consistently undermining someone's ability to do a job or task
- Setting up an individual to fail

4.0 Procedure for reporting incidents

If any member of The Lowestoft Players feels that they have been bullied or harassed or treated in an unfair manner, they should be encouraged to report this to one of the Company Directors relaying as much detail as possible.

5.0 Policy for dealing with Incidents

The most important method for dealing with this is prevention. The Lowestoft Players should promote and encourage a positive and supportive atmosphere where any such behaviour is discouraged by consent.

Individuals feeling that they are being harassed or bullied should be encouraged to speak to the perpetrators to resolve the matter. The individual may need support to do this.

If the individual still does not find resolution, they should report the issues to a company director. The Director should consider the matter and together with a second Director present, speak to the two parties involved to try and resolve the issues.

If a serious incident has occurred the Director should report this to the full management team as this may lead to temporary removal of a person from the premises, production or dismissal from The Lowestoft Players. Such an incident considered this serious, must be recorded in the Company Minutes.

Where necessary incidents may need to be reported to the relevant authority e.g the Police.