



## Oxford Prospects Programmes

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### Harassment Policy

Oxford Prospects Programmes (OPP) does not tolerate bullying, harassment or victimisation in any circumstances.

#### General

1. For the purposes of this policy, harassment is any unwelcome comment or conduct that violates an individual's dignity or creates an intimidating, hostile, degrading, humiliating or offensive environment. Unwelcome comments may constitute harassment whether they are made orally or in writing and whether or not they are made face to face.
2. Examples of conduct that fall foul of this policy include among others:
  - making intimidating or threatening remarks
  - repeatedly undermining a competent worker
  - making derogatory personal comments
  - making unwelcome sexist, racist or homophobic jokes
  - inappropriate touching
  - stalking
  - making malicious allegations of harassment or other wrongdoing.
3. OPP expects all staff, contractors and students to help to prevent harassment by:
  - being sensitive to the needs and reactions of others and making reasonable efforts to avoid causing offence
  - making it clear to others where necessary that harassment is not acceptable
4. All OPP staff, contractors and students have a right to be protected from harassment under this policy. Any allegation of harassment – regardless of whether the alleged victim and the alleged perpetrator are staff, contractors or students – should be directed to the Programme Director or the Assistant Director of Teaching and Learning and will be dealt with according to our Discipline Policy.
5. OPP reminds its staff, contractors and students that harassment is against the law where it relates to characteristics protected by the Equality Act 2010. Anyone guilty of unlawful conduct may face court action as well as being subject to our internal disciplinary procedures.

#### Victimisation

6. Victimisation occurs when somebody is bullied or receives less favourable treatment as a result of making an allegation of harassment or other wrongdoing.
7. OPP regards victimisation as a form of harassment and will treat it accordingly.