

## **Somerset West and Taunton Volunteer Bullying & Harassment Policy**

### **Introduction**

All volunteers have the right to work in an environment where they are treated with dignity and respect.

The [insert volunteer project or opportunity here] are run by Somerset West and Taunton Council.

The Council supports a working environment and culture where bullying, harassment, discrimination and victimisation are not tolerated.

Harassment is unwanted and offensive conduct affecting the dignity of an individual or group of individuals in the workplace and causes them to feel threatened, humiliated or patronised.

Bullying is the persistent abuse of power to criticise, offend, intimidate, insult or undermine with the intention of making the recipient, either an individual or group of people, feel hurt, humiliated or vulnerable.

### **The Council's Responsibilities**

The Council will not tolerate bullying or harassment. Neither will it tolerate the making of malicious or vexatious allegations. Doing so could result in you no longer being a volunteer at [insert volunteer project or opportunity name here] or for any council service.

The Council will take all reasonable steps to prevent harassment of volunteers by a third party e.g. service users, employee, members of the public or an employee from a partner organisation.

The Council will:

- Promote a working environment and culture where harassment or bullying is unacceptable
- Provide supervision and support from a Volunteer Manager
- Introduce and update appropriate working practices

### **Your Responsibilities**

You have the right to put your own health and safety first and withdraw from any situation where you are being harassed or bullied.

As a volunteer, we would expect that you will:

- Help set standards and create a working environment where harassment or bullying behaviour is considered unacceptable.
- Complete all relevant training in relation to bullying and harassment
- Follow the appropriate working practices

- Report any concerns to your Volunteer Manager using the Volunteer Problem Solving Policy as outlined in the Volunteer Handbook.

**The Somerset West and Taunton Council's full Bullying & Harassment Policy can be accessed via...**