



# SUDLEY AREA RESIDENTS' ASSOCIATION

*A charitable incorporated organisation, charity number: 1190529*

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## **Anti-Harassment and Bullying Policy**

### **Introduction**

Sudley Area Residents' Association are committed to having an organisation which is free from harassment and bullying. Also, to make sure that all at SARA and others who come into contact with us in the course of our work are treated with dignity and respect. This is without regard to age, disability, gender reassignment, marriage or civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

Striving to make sure that the environment at SARA is free of harassment and bullying and that everyone is treated with dignity and respect is central to ensuring equal opportunities.

This policy is intended to support this commitment in practice and to provide guidance to the Trustees on how to deal with concerns of bullying or harassment.

### **Policy**

We will not tolerate bullying or harassment at SARA. This is regardless of whether the conduct is a one-off act or repeated course of conduct, and whether done purposefully or not.

Neither will we tolerate retaliation against, or victimisation of, any person involved in bringing a complaint of harassment or bullying. Retaliation or victimisation will be reported to and handled by the Trustees.

Allegations of bullying and harassment will be treated seriously. Investigations will be carried out promptly, sensitively and, as far as possible, confidentially.

False accusations of harassment or bullying can have a serious effect on innocent individuals. Everyone at SARA has a responsibility not to make false allegations.

### **The type of treatment that amounts to bullying or harassment**

Bullying or harassment is something that has happened that is unwelcome, unwarranted and causes a detrimental effect.

It is important to recognise that conduct which one person may find acceptable, another may find totally unacceptable.

## **Reporting concerns**

### **What you should do if you witness an incident you believe to be harassment or bullying.**

If you witness such behaviour, you should report the incident in confidence to one of the Trustees. Such reports will be taken seriously and will be treated in strict confidence as far as it is possible to do so.

### **What you should do if you feel you are being bullied or harassed by a person associated with SARA.**

If you are being bullied or harassed by someone, please raise this with one of the Trustees. We will then decide how best to deal with the situation, in consultation with you.

### **Informal resolution.**

If you are being bullied or harassed by another person connected to SARA you may be able to resolve the situation yourself by explaining clearly to the perpetrator(s) that their behaviour is unacceptable, contrary to our policy and must stop. Alternatively, you can inform one of the Trustees.

In exceptional circumstances (such as a serious allegation of sexual or racial harassment or in cases where a problem has happened before) we may decide to investigate further and take more formal action notwithstanding that you raised the matter informally. We will consult with you before taking this step.

### **Raising a formal complaint.**

If informal resolution is unsuccessful or inappropriate, you can make a formal complaint about the harassment or bullying (see SARA Complaints Policy). A formal complaint may ultimately lead to the perpetrator(s) having their SARA membership rescinded and access to all future SARA events and/or activities removed.

### **Disclosure and confidentiality.**

We will treat personal data collected during this process in accordance with data protection laws.

This policy is reviewed regularly and updated as required.

This policy was adopted by the trustees on: **05/07/2024**

This policy was last reviewed on: **04/07/2025**

The next review date is on or before: **04/07/2026**