



Student Bullying and Harassment Policy

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Charity Number: SCO 36198

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STUDENT BULLYING AND HARASSMENT POLICY

1. Introduction

Diversity and Equality Statement

We will positively promote equality, diversity and human rights for all. In doing so, the college will:

- Foster good relations based on dignity and respect.
- Advance equality of opportunity; and eliminate harassment, victimisation and discrimination.
- City of Glasgow College is committed to providing an inclusive learning environment that is free from bullying, harassment and victimisation for all learners.

All students are entitled to a caring, friendly college environment so they can learn in a relaxed and secure environment. Bullying, harassment and victimisation are unacceptable. If these do occur, all students should be able to report any incidents and know that they will be taken seriously and that their complaints will be dealt with promptly and effectively according to the procedure.

2. Purpose

- The College aims to ensure that there is a positive and supportive environment for all students in which effective learning can take place. This Policy will help to encourage all students to achieve and maintain acceptable standards of conduct and academic performance; it will also make clear that there are consequences for inappropriate behaviour. The College is committed to ensuring that all students who may be subject to disciplinary processes are dealt with in a fair and equitable manner, whilst taking into account the individual circumstances of each student.
- The Student Disciplinary Procedure will be used to support the Student Bullying and Harassment Policy to ensure that there is an environment free of bullying, harassment and victimisation. The definitions of bullying, harassment and victimisation in this Policy should be used to inform that Procedure.

3. Principles

The College Student Bullying and Harassment Policy is underpinned by the College's statutory duties and responsibilities under current legislation.

4. Scope

This policy covers all students.

5. Definitions and Features

5.1. Bullying

Definition: "Offensive, intimidating, malicious or insulting behaviour, an abuse or misuse of power that undermines, humiliates, denigrates or injures the recipient (emotionally or physically)" (ACAS definition)

Potential examples of bullying behaviour that are covered by this policy include (but are not limited to):

- Non-verbal – withholding information, isolating, excluding, using information in a threatening way, deliberate wrongful attributions of blame
- Physical – Unwarranted or unwanted physical contact, practical jokes, inappropriate initiation of other informal ceremonies, moving or damaging another's property,
- Verbal – shouting, swearing, abuse, nicknames, belittling, patronizing, malicious gossip, humiliation.
- Cyber - bullying that takes place over digital devices like cell phones, computers, and tablets. Cyberbullying can occur through SMS, Text, and apps, or online in social media, forums, or gaming where people can view, participate in, or share content. Cyberbullying includes sending, posting, or sharing negative, harmful, false, or mean content about someone else. It can include sharing personal or private information about someone else causing embarrassment or humiliation.

5.2. Harassment

Definition: “Harassment may include bullying behaviour and refers to unwanted conduct or treatment that violates an individual’s dignity or creating an intimidating, hostile degrading, humiliating or offensive environment on the basis of a protected characteristic. (Equalities Act 2010)

Protected characteristics are:

- Age
- Disability
- Gender Reassignment
- Marriage and Civil Partnership
- Pregnancy and Maternity
- Race
- Religion or Belief
- Sex (gender)
- Sexual Orientation

Unlawful discrimination also extends to trade union membership (either because of being a member of or not being a member) and part-time workers.

Harassment can involve unwanted or persistent conduct or behaviour either physically or via a social media facility that continues after an individual states they want it to stop. A single incident can also constitute harassment if it is sufficiently serious.

5.2.1 Harassment on the basis of age

Ridiculing or demanding behaviour focused towards people because of their age, regarding them as “too old” or “too young”, or making assumptions about lifestyle based on perceived age.

Examples of harassment on the basis of age.

Non-verbal

- Excluding from social functions/information
- Mimicking
- Not providing training/development opportunities

Verbal

- Making fun of someone based on their age
- Questioning ability due to age
- Patronising language

5.2.2 Harassment on the grounds of disability

Derogatory remarks, mimicking, invasive personal questions, staring, ostracising or patronising which is directed at any disabled individual, or group of disabled people, which results in the individual(s) feeling threatened or compromised. Stereotyping or making assumptions about individual's ability because of their disability.

Examples of disability harassment

Non-verbal

- Mimicking
- Ignoring wishes and feelings
- Staring
- Blatant excluding behaviour

Verbal

- Making fun of impairment
- Using inappropriate terms
- Questions and comments of a personal nature
- Physical
- Practical jokes
- Hiding an aid

5.2.3 Gender reassignment harassment

Calling someone a nickname linked to the fact that he or she has undergone gender reassignment.

Inappropriate touching designed to check whether or not an individual has undergone reconstructive surgery.

Leaving items specifically associated with the individual's old or new gender.

5.2.4 Harassment on the basis of ethnicity

This can be derogatory remarks, racist statements, graffiti, jokes, or any other action of a racist nature which is directed at any individual or group from a particular ethnic background which results in the individual(s) feeling threatened or compromised.

Examples of harassment on the grounds of ethnicity.

Non-verbal

- Offensive gestures
- Offensive publications
- Racist graffiti
- Isolating, excluding behaviour
- Displays of offensive material in public or on media

Verbal

- Stereotyping
- Derogatory “nicknames”
- Racist jokes/ridicule
- Re-naming on the grounds of convenience

5.2.5 Harassment on the basis of religion or belief

This is where a person is subjected to derogatory remarks, stereotypes, making assumptions or other inappropriate behaviour on the grounds of religion or belief. This can include statements or assumptions about religion or belief or excluding people on the basis of their religion or belief.

Non-verbal

- Arranging events that may exclude people on religious observance grounds
- Displaying religious artefacts in the workplace which may be offensive to others
- Isolating, excluding behaviour
- Inappropriately challenging a dress which accommodate religious needs
- Judgements about a person’s ability or attitude based on their religion or belief

Verbal

- Derogatory comments or nicknames
- Stereotypes
- Humour based on religious or belief-based stereotypes
- Invasive and /or inappropriate questions about religion or belief

5.2.6 Sexual harassment

Unwelcome sexual advances, requests for sexual favours, or other conduct of sexual nature, which result in the individual feeling threatened or compromised. This is not restricted to attempts to initiate sexual relations. Sexual harassment is any harassing conduct based on the gender, gender identity or sexuality of the recipient. Most sexual harassment is experienced by women, but men also experience harassment. Sexual harassment can also happen between women or between men. Transgender people may also experience sexual harassment based on perceptions or assumptions about them in relation to their appearance, sexuality or the gender reassignment process.

Examples of behaviour that may be sexual harassment.

Non-verbal

- Pin-ups, posters or the display of such images
- Offensive publications
- Unsolicited/unwanted gifts
- Gestures
- Invading personal space
- Unwanted physical contact

Verbal

- Inappropriate use of affectionate names
- Innuendoes
- Comments which exclude because of gender
- Sexual/explicit jokes
- Suggestive, explicit language

5.2.7 Harassment on the basis of sexuality

Behaviour which condemns or ridicules people because of their perceived or actual sexuality. Derogatory remarks, jokes, graffiti which results in the individual feeling uncomfortable, excluded or threatened.

Examples of harassment on the basis of sexuality

Non-verbal

- Offensive letter/memos
- Gestures
- Inadvertently or deliberately avoiding or excluding
- Making assumptions based on sexuality
- Making assumptions about life style/interests

Verbal

- Verbal abuse or threats
- Personal jokes
- Stereotyping

• **5.3. Victimisation**

Definition: “Treating someone badly or causing them to suffer detriment, because they have made (or it is believed they may make) a complaint, grievance, raised concern about discrimination, bullying or harassment. Or treating someone badly or causing them to suffer detriment because they have helped (or it is believed they may help) another person to make a complaint, grievance or raise concern about discrimination, bullying or harassment”

Victimisation is negative behaviour and is unlawful under the Equality Act 2010. A person is protected against victimisation if they:

- Make a claim or complaint of discrimination under the Equality Act
- Give evidence or information to help someone else who has made a complaint or claim under the Act
- Do any other thing which is related to the Act
- Say that someone has done something unlawful under the Act

These are called protected acts.

6. References

6.1. Other College Policies and Procedures

Guidance Policy

Student Disciplinary Policy Diversity & Equalities Strategy Diversity & Equalities Policy

7. Document Control and Review

Approval Status	Approved
Approved by	Vice Principal Student Experience
Date Approved	September 2021
EQIA Status	EQIA Conducted? Yes: <input checked="" type="checkbox"/> No: <input type="checkbox"/>
Proposed Review Date	September 2023
Lead Department	Faculties
Lead Officer(s)	Depute Principal
Board Committee	N/A
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8. Revision Log

Version Date	Section	Description
Version 1 27 Mar 2012		First Version of City of Glasgow College Student Bullying and Harassment Policy
Version 2 21 May 2014	Policy: All Sections	Change of name from „Student Anti-Bullying and Harassment Policy“ Change of Lead Department to reflect changes in organisational structure Removal of associated „Student Anti-Bullying and Anti-Harassment Procedure“. The provisions of that procedure covered by „Student Disciplinary Procedure“
Version 3 Sept 2021	Policy: All Sections	Update on faculty structure names Update on language to mirror government documents. Format updates.