



Bullying & Harassment

This Bullying and Harassment training course will explore the difference between bullying and harassment, the laws that protect workers from harassment, and the laws that make tackling bullying a statutory duty for employers.



Bullying in the workplace takes many forms. It may be covert and insidious or a one-off blatant incident. Either way, bullying and harassment are always unacceptable. The course will help managers to recognise bullying and create a robust policy.

COURSE CONTENTS

The course covers the following four elements:

- Introduction - Provides an outline of the impact of bullying, and examples of harassment.
- Recognising Bullying - Provides examples of bullying and accepted definitions.
- Procedures and Guidelines - Focuses on the need for a bullying and harassment policy
- Supporting Employees

SHAPING THE WAY BUSINESSES OPERATE



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WHAT RESULTS CAN I EXPECT?

By the end of this Bullying and Harassment training, learners will have met the following learning objectives. Learners will:

- Understand what constitutes bullying and harassment in legal terms.
- Recognise the overt and covert signs of bullying and harassment at work.
- Know how to carry out a risk assessment and how to implement control measures that will reduce and eliminate risks.
- Identify a range of accepted definitions of bullying and when behaviour is considered bullying.
- Recognise the effects that bullying and harassment have on the individual, those who witness it, and on the organisation.
- Understand the legal case surrounding bullying and the difference between bullying and harassment.
- Know how to manage and prevent bullying and harassment.



WHO SHOULD TAKE THIS COURSE?

The Bullying and Harassment training is suitable for employers, HR staff, managers, and supervisors who are responsible for the health, safety, and welfare of staff and have a duty to proactively prevent workplace bullying and harassment.

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