



# #zerotolerance

At Ryedale District Council we have a  
#zerotolerance on Bullying and Harassment.

## Document Control Sheet

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Unless this copy has been taken directly from Ryedale District Council's intranet, there is no assurance that this is the most up to date version.

This policy supersedes all previous issues.

## **Our Statement**

It is our intention to make Ryedale District Council a workplace where individuals can be the best that they can be, thriving, developing and evolving throughout their work lives. This can only be achieved in an environment where people feel comfortable to speak out when things may not be right and assured that they will be listened to and things can and will change if they are not right.

## **Our Commitment to you**

We commit to take all allegations of bullying and harassment in the workplace seriously and to investigate them fully under the relevant policies. We commit to ensuring we operate a safe working environment for all our employees.

## **What should you do if it's happening to you?**

If you believe you are being bullied or harassed at work, you should inform us as soon as possible so we can look into your concerns. You can do that by raising under our Resolving Issues at Work Policy, 'Speaking Out', talking to a manager within your service area or contacting your Unison Steward.

## **Where can you find our policies?<sup>1</sup>**

- Resolving Issues at Work Policy (formally Grievance)
- Speak Out Policy (formally Whistleblowing)
- Code of Conduct
- Equality Policy

## **What is Bullying and Harassment?**

Bullying and harassment means any unwanted behaviour that makes someone feel intimidated, degraded, humiliated or offended. It is not necessarily always obvious or apparent to others, and may happen in the workplace without an employer's awareness.

Bullying or harassment can be between two individuals or it may involve groups of people. It might be obvious or it might be insidious. It may be persistent or an isolated incident. It can also occur in written communications, by phone or through email and Social Media not just face-to-face.

## **Open Door Policy**

At Ryedale District Council we operate an Open Door Policy. This means you are able and encouraged to discuss any concerns you may have with your day to day work life with your line manager, another manager within your service area, a Head of Service or member of the Strategic Management Board.

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<sup>1</sup> hyperlinks to referenced policies will be added once the policies are approved and published