

St. Joseph's House
For Adult Deaf and
Deafblind.

Bullying
& Harassment Policy

Introduction

Bullying and harassment of any kind is a very serious issue which can affect the wellbeing and health of staff or residents and therefore St. Joseph's House is committed to eliminating all forms of intimidation, bullying or harassment whenever or wherever they are identified.

This applies to bullying or harassment on the grounds of gender, race, ethnic origin, age, disability, nationality, sexual orientation, religion, belief, marital status, social or any personal characteristic or mannerism.

What is bullying ?

Bullying is the repeated intimidation or belittling of someone through the misuse of power or position or other means, which leaves the targeted individual/s feeling hurt, upset, vulnerable, fearful, isolated or helpless.

It can also be repeated unreasonable behaviour ,words, gestures or images which humiliate, insult or undermine a person or group's sense of wellbeing and contentment.

Harassment:

Harassment can take many forms and can be described as unwanted and inappropriate conduct, words or gesture, which affect the dignity and mental wellbeing of resident or staff member. It includes physical contact, verbal or non-verbal communication or behavior which worries, troubles or torments

any individual. It can also be any act or behaviour which denigrates, ridicules, excludes or intimidates another person.

Sexual Harassment:

This is any form of unwanted verbal, non-verbal or physical conduct of a sexual nature which invades the privacy or violates the dignity of another person.

Racial Harassment:

This is any unwelcome, malicious or hostile act, or series of acts, of a racial nature, which is perceived by the offended person or group, to be racially motivated and offensive.

Disability Harassment:

This is any unwanted, malicious conduct, words, images or acts which reflect upon, or makes reference to, an individual or group's disability, in a way which affects the dignity, confidence levels of such individual or group and is deemed by them to be offensive and/or demeaning.

Harassment or bullying may include:

- **Physical**-actual assault, threatening gestures or other aggressive or offensive behaviour.
- **Verbal**-spoken, written or pictorial, words, images or emails which are threatening, defamatory, humiliating, abusive, sexually suggestive or racially offensive and also including

malicious gossip, comment, jokes or banter found to be inappropriate and offensive.

- **Non-verbal-** isolation, exclusion or segregation without justification. An abuse of power by the removal of responsibility or unfair sanctions without justification and any behavior which undermines the confidence of a resident or staff member without proper and professional consultation.

Harassment may be a repetitive or an isolated occurrence against one or more individuals. It may also be part of a campaign of vilification directed against an individual or group with unacceptable intentions.

Implementation of the Policy.

- All staff members and residents must actively support the policy during the course of their daily duties and activities and must report any instance or complaint to their direct superior.
- Every instance or allegation of bullying or harassment will be dealt with promptly sensitively, fairly and confidentially by the staff and management team.
- Every effort will be made to solve these issues informally and locally at first.
- Should such informal efforts be unsuccessful, a formal written report on the matter will be obtained and passed to senior management for investigation.

- Every effort will be made by senior management, at this stage, to resolve the matter fairly and justly to the satisfaction of all concerned.
- **If the matter is not resolved after all in-house procedures are exhausted, the issues involved will be referred, in full detail, to the CEO of the CIDP.**