

## Sexual Harassment Policy

Reviewed: May 2026

Reviewed by: Marisa Gifford, Coaching Manager

This policy applies to all staff, contractors, freelancers, volunteers, clients, and third parties that attend our Centres.

### 1. Policy Statement

We, at Chimera Climbing, are committed to creating a safe, respectful and inclusive working environment, free from sexual harassment in any form. This policy applies across all settings—whether in-person, remote, or online—including during work hours, work-related events, training sessions, business travel, social gatherings, and virtual communications.

We operate a zero-tolerance approach to sexual harassment. Allegations will be taken seriously and investigated promptly. Disciplinary action, up to and including dismissal or termination of contract, may result.

### 2. Scope

This policy applies to:

- All employees (full-time, part-time, temporary, interns)
- Contractors, freelancers, and consultants
- Clients, customers, and service users
- Visitors, volunteers, and third parties interacting with our staff

### 3. What Is Sexual Harassment?

Sexual harassment is unwanted conduct of a sexual nature that:

- Violates someone's dignity, or
- Creates an intimidating, hostile, degrading, humiliating, or offensive environment

It may be verbal, non-verbal, physical, visual, or digital/online. Examples include:

- Unwelcome sexual advances or suggestive comments
- Leering or making sexual gestures
- Sending sexually explicit messages or images
- Asking intrusive questions about someone's sex life or body
- Inappropriate touching or brushing against someone
- Persistent unwelcome flirtation or romantic attention
- Sharing sexual jokes or content in a work chat or email
- Comments on physical appearance of a sexual nature

Sexual harassment can occur regardless of gender identity, sexual orientation, or position of power.

## 4. Workplace Settings

Sexual harassment is prohibited in:

- Physical office or public spaces
- Remote/virtual settings (e.g. video calls, chat platforms)
- Company-sponsored events and socials
- Work travel or client meetings
- Any communication via work email, phone or messaging systems

## 5. Reporting Procedure

We encourage all staff to report incidents, whether experienced or witnessed. You can:

- Speak to your line manager or a designated safeguarding officer
- Use our anonymous safeguarding link (QR codes around centres) to send an anonymous email to our safeguarding team

We will:

- Treat all reports confidentially
- Protect individuals from retaliation
- Investigate thoroughly, fairly, and in a timely manner

Where necessary, interim measures (e.g. temporary relocation or suspension) may be used to safeguard staff during an investigation.

## 6. Support

Support will be offered via the following channels:

- **Designated Safeguarding Officers** – You can report concerns directly to your centre's designated safeguarding officer, who will act as a confidential point of contact and provide support throughout the process.
- **Anonymous Reporting** – Alternatively, you can submit an anonymous report using the safeguarding link accessible via QR codes displayed around the centres. These reports are sent directly to our safeguarding team for review.
- **Awareness & Prevention Training** – All staff will receive training to help recognise, prevent, and respond to harassment in the workplace.

Please note that no employee **will face consequences** for making a complaint in good faith.

## 7. Responsibilities

1. Managers must lead by example and act on concerns immediately.
2. All staff have a duty to report concerns and foster a respectful culture.
3. Third parties will be held to the same standards while working with or within the organisation.