



BULLYING AND HARASSMENT

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### **Bullying**

Bullying is offensive, intimidating, malicious or insulting behaviour is used in an attempt to undermine, humiliate or injure someone. The bully is not always someone in a position of authority over their victim, but exert their power to coerce through strength, fear or intimidation and makes the victim feel alarm or distress.

Bullying can be both verbal and non-verbal. It can also include posts on social media and other forms of cyber-bullying. It could include inappropriate use of language such as shouting, sarcasm, derogatory or demeaning language intended to ridicule, belittle or distress someone; psychological threats; abuse of authority by those in positions of power, including overbearing and intimidating levels of supervision. It might also present as the deliberate exclusion of someone from an action where they might reasonably be expected to be included.

The legitimate, reasonable and constructive criticism of performance or behaviour, or reasonable professional instructions will not amount to bullying on its own, however.

### **Harassment**

Harassment is unwanted conduct which has the effect of violating an individual's dignity or which creates an intimidating, hostile, degrading, humiliating or offensive environment. This includes harassment by association, perception or because they have submitted or resisted such behaviour in the past.

Unlawful harassment may involve sexual misconduct, hate crimes, discrimination or be related to a protected characteristic. These are: age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion (including faith, belief, or lack of), sex, and sexual orientation. JCA has a zero tolerance approach to harassment, even if it does not fall within any of these categories (for instance, if someone was harassed due to their appearance, political beliefs or dietary choices).

Harassment may include invasions of personal space such as unwanted physical contact such as touching, pinching, pushing, grabbing, groping, frotting, brushing past someone, as well as more serious forms of physical or sexual assault. It can also include using offensive or intimidating comments or gestures, insensitive jokes or pranks; mocking, mimicking or belittling a person's disability; racist, sexist, homophobic or ageist jokes, or derogatory or stereotypical remarks about a particular ethnic or religious group or gender, and outing or threatening to out someone as LGBTQ+ Harassment might also be ignoring or shunning someone, for example, by deliberately excluding them from a conversation or a social activity.

A person may be harassed even if they were not the intended "target". For example, a person may be harassed by racist jokes about a different ethnic group if they create an offensive environment.

JCA explicitly condemns all forms of bullying and harassment and has a zero tolerance position with respect to all such incidences. If you feel that you have experienced or witnessed bullying or harassment, you can contact the Designated Safeguarding Officer (DSL) on [safeguarding@jca.ac.uk](mailto:safeguarding@jca.ac.uk) or speak to a member of staff that you feel comfortable talking to. You can also use the JCA 'Report and Support' service.

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Nobody should have to live with the fear and anxiety that hate incidents and hate crimes can cause. JCA strongly believes that there should be no space for hate and takes any such incident seriously. Hate incidents and hate crimes, whilst similar, refer to different things.

Hate incidents are based on your own understanding of the experience, whereas hate crimes are when hate incidents become criminal offences (something which breaks the law).

Both however refer to acts of violence or hostility directed at people because of their real or perceived membership of a particular group. This is usually motivated by hostility or prejudice based on disability, race, religion, sexual orientation, and/or transgender identity, and can be against a person or property. It can also take place online.

It doesn't always include physical violence. The use of offensive language or harassment because of someone's perceived membership of a particular group is also a hate incident/crime. The person does not have to be a member of the group at which the hostility is targeted. It can also include similar abuses online.

Not all hate incidents will amount to criminal offences, but it is equally important that any such incidents are reported. So that the appropriate authorities are able to determine whether something constitutes a hate incident or a hate crime. If in doubt, report the incident to JCA or the police, and they will be able to advise on the next steps and support you through recording your experience as a hate incident.

We are committed to inclusivity and we take a firm approach to dealing with actions that have a negative impact on the safety and wellbeing of our community. You can call the police and report it, or you can contact the Designated Safeguarding Officer (DSL) on [safeguarding@jca.ac.uk](mailto:safeguarding@jca.ac.uk) or speak to a member of staff that you feel comfortable talking to. You can also use the JCA 'Report and Support' service.