

# BULLYING AND HARASSMENT STATEMENT

We treat everyone with courtesy and respect and ask for the same in return. We ask that you treat CALC staff and CALC Board Directors courteously without violence, abuse, or harassment.

CALC staff and board directors have the right to carry out their civic duties and work without fear of being attacked or abused. Any behaviour whether that be verbal, physical or in writing, which causes staff or board directors to feel uncomfortable, embarrassed, or threatened, is totally unacceptable.

The zero-tolerance policy includes abuse, aggression or threats made in person, over the telephone or in written communication, including on social media.

CALC considers threatening behaviour to be:

Attempted or actual aggressive, or physical actions including sexual harassment made towards any member of staff or board directors.

The use of aggressive, or abusive language, (including raising of the voice, swearing, shouting or in writing) which threatens or intimidates staff or board directors.

This policy applies to all staff and board directors, whilst in their CALC role, and away from it.



## STOP BULLYING



## Civility & Respect

IN COLLABORATION WITH SLCC, NALC, OVW, COUNTY ASSOCIATIONS

