Bullying and Harassment at Work

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Objectives :	This one-day course looks at the issues caused by bullying and harassment in the workplace, what organisations can do to prevent bullying by workmates or managers, how to recognise, investigate and deal with them appropriately.
Prerequisites:	Personnel practitioners or line managers responsible for employment law issues within their organisation. No prior knowledge of employment law is required.
Duration:	**One day**
Additional Information	Delegates will be able to identify the principles of current employment legislation regarding bullying and harassment and the implications in the workplace. Recognise how attitudes to difference, prejudice, stereotyping and discrimination can result in bullying and harassment in the workplace, deal with bullying and harassment through the appropriate organisational channels and help staff find support within the organisation.
	Advise their organisations on the development of essential policies and procedures, make managers aware of good practice to avoid bullying and harassment.

Course Contents

Defining bullying and harassment - acceptable/unacceptable behaviours, key data, why does it occur?
The legal framework and current legal definitions of bullying and harassment
What are the implications in the workplace?
Forthcoming legislation on age discrimination, changes to the Human Rights Act
What are our statutory and organisational responsibilities?
What policies, procedures and training do we need?
investigating bullying and harassment - the employer's responsibility
Costs of bullying and harassment - case law
Harassment and service users
Prevention - good practice guidelines

**For more information, or to book your course, please call Sense IT on 0870 4296445
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