



Dignity and Respect

A positive working and learning environment in which everyone is valued.

An environment which is free from discrimination, harassment, intimidation or bullying.

Bullying Behaviour and Harassment

- ▶ Verbal abuse/insults
- ▶ Physical abuse
- ▶ Intrusion -pestering, spying or stalking
- ▶ Exclusion
- ▶ Intimidation
- ▶ Aggression
- ▶ Humiliation
- ▶ Any form of unwanted conduct of a sexual nature, verbal, non-verbal, physical
- ▶ Violating a person's dignity
- ▶ Creating a hostile, degrading, or offensive environment
- ▶ Discrimination

Dignity and Respect Policy

- ▶ Information on the supports available
- ▶ Early resolution of issues through informal means
- ▶ Who to contact
- ▶ How to proceed formally if necessary
- ▶ Sets out key steps in a complaints procedure that are simple, user friendly and easy to operate

Informal Procedure Options

➤ Seek Advice and Support

- ▶ Head of School/Associate Dean/Programme Coordinator
- ▶ Student Adviser or Chaplain
- ▶ Student Union Welfare Officer
- ▶ Student Counsellors and Student Health Centre
- ▶ Dignity and Respect Panel -
 - Facilitative role
 - Specially trained to advise on options available under the policy
 - Provide Information on formal complaints process

Informal Procedure Options continued..

- IF POSSIBLE Approach the person causing offence
- Contact the Equality, Diversity & Inclusion Representative - For guidance about supports and procedures
- If these actions do not succeed or the case cannot be treated informally - Formal Complaint

For further information, videos and advice:

<https://www.ucd.ie/equality/support/dignityrespect/>