

**INTRODUCTION**

Ainsdale Cricket Club is committed to providing a working and social environment free from harassment and bullying and ensuring all members are treated, and treat others, with dignity and respect.

**This policy covers;**

Harassment or bullying which occurs at The Club and out of the Club, such as matches or social functions. It covers bullying and harassment by members and also by customers, suppliers or visitors to our premises. Ainsdale CC retains the right to amend it at any time.

**What is Harassment?**

Harassment is any unwanted physical, verbal or non-verbal conduct that has the purpose or effect of violating a person's dignity or creating an intimidating, hostile, degrading, humiliating or offensive environment for them. A single incident can amount to harassment. It also includes treating someone less favourably because they have submitted or refused to submit to such behaviour in the past. Unlawful harassment may involve conduct of a sexual nature (sexual harassment), or it may be related to age, disability, gender reassignment, marital or civil partner status, pregnancy or maternity, race, colour, nationality, ethnic or national origin, religion or belief, sex or sexual orientation. Harassment is unacceptable even if it does not fall within any of these categories.

Harassment may include, for example:

* unwanted physical conduct or “horseplay”, including touching, pinching, pushing and grabbing;
* unwelcome sexual advances or suggestive behaviour (which the harasser may perceive as harmless);
* offensive emails, text messages or social media content;
* mocking, mimicking or belittling a person’s disability.

**What is Bullying?**

Bullying is offensive, intimidating, malicious or insulting behaviour involving the misuse of power that can make a person feel vulnerable, upset, humiliated, undermined or threatened. Power does not always mean being in a position of authority, but can include both personal strength and the power to coerce through fear or intimidation.

Bullying can take the form of physical, verbal and non-verbal conduct. Bullying may include, by way of example:

* physical or psychological threats;
* overbearing and intimidating levels of supervision;
* Inappropriate derogatory remarks about someone’s performance.



**ANTI-HARASSMENT AND BULLYING POLICY**

Legitimate, reasonable and constructive criticism of a member’s behaviour, will not amount to bullying on their own.

If you feel you are being harassed or bullied, in the first instance you should raising your concerns informally with the person responsible. If you take up this option, you should clearly explain to the perpetrator, that their behaviour is not welcome and explain why it makes you uncomfortable. If you feel unable to purse the informal option, you should raise your concerns at the earliest opportunity with a member of the Committee, the names of which are detailed below. They can provide confidential advice and assistance in resolving the issue informally or formally.

If informal steps are not appropriate, or have not been successful, you should raise the matter formally under our Grievance Procedure again with any one of the named committee members.

The investigation will be conducted by a member of the committee, or their chosen representative, with the appropriate experience and no prior involvement of the complaint, where possible. This will be done in a timely and confidential manner.

Details of the investigation, including the names of the person making the complaint (‘complainant’) and the person accused (‘respondent’), will remain confidential and must only be disclosed on a "need to know" basis. The investigating officer will make a recommendation on their findings, which will detail what steps, if any, are necessary to manage the ongoing relationship between the complainant and the respondent, regarding their behaviour.

Once the investigation is complete, the complainant and the respondent will be informed of the decision. If it is considered the complainant has been harassed or bullied, by the respondent, who is also a club member, then the matter will be progressed and dealt with under the Disciplinary Procedure, as a case of possible misconduct or gross misconduct.

If the respondent accused of harassment/bullying, is a third party, such as a customer or other visitor, the committee will consider what action would be appropriate to deal with the problem. Whether or not your complaint is upheld, we will consider how best to manage any ongoing working relationship between the complainant and the perpetrator of the unwanted behaviour.

**Protection and support**

Members who make complaints, or who participate in good faith, in any investigation, must not suffer any form of retaliation or victimisation as a result. Anyone found to have retaliated against or victimised someone in this way may be subject to disciplinary action under our Disciplinary Procedure.

**Record Keeping**

The details of all complaints, investigation records and outcomes will be recorded and saved in the committee records.

**Committee Members 2021**

**D Newcombe, M Swift, G Smoult, R Fitzpatrick, M Farrell, S Naden, P Wildish, D Tyms, J Thompson, A Friar, K Wright, M Hunter**