

Workplace Violence

Course Description

This course deals with violence and sexual harassment in the workplace.

It'll provide statistics showing the extent of workplace violence, before examining perpetrator profiles and the industries and jobs where the risk is highest.

You'll learn how workplace violence is governed by the General Duty Clause and the Occupational Safety and Health Act.

We'll cover the causes of workplace violence and show how to recognize and manage problem situations.

You'll also be shown how to develop your own personal safety procedures.

We'll present workplace bullying statistics, and describe different types of bullying, along with the business costs, and how to create a Zero Tolerance culture.

There's practical advice on what to do if you're being bullied, if you witness bullying, if your boss is a bully and how to help bullied coworkers.

We'll explain the importance of Workplace Violence Prevention Policies and strategies.

When it comes to sexual harassment, we'll provide statistics and cover the laws which apply.

We'll explain the forms sexual harassment can take, what to do if you're sexually harassed, how to confront the perpetrator, and how to report the incident correctly.

You'll learn how create a Sexual Harassment Prevention program.

Finally, we'll discuss the effects of sexual harassment on victims and the consequences for perpetrators, along with the associated business costs.

Please be aware that this course discusses sensitive topics including sexual harassment, violence and rape.

Learning Objectives

By the end of this course, you will be able to:

- Understand and recognize violence and sexual harassment in the workplace.
- Recognize the importance of your legal responsibilities under the General Duty Clause and the Occupational Safety and Health Act.
- Learn to recognize and manage any allegations of violence in the workplace.
- Create and implement workplace violence prevention policies.
- Create a Sexual Harassment Prevention Program.

Target Audience

This course is aimed at all employees as it is relevant to most roles across all industries. It will be particularly useful to lone workers and those that work with members of the public along with their supervisors and managers.

Advantages

Online training is flexible, efficient and cost effective meaning the candidate can progress through the modules at their own pace and in their own time, so they can fit the training around their work and personal life.

Modules

| Course | Module Number | Module Name | Pass % Required |
|--------------------|---------------|--|-----------------|
| Workplace Violence | 1 | Introduction | 70 |
| Workplace Violence | 2 | Warning Signs and Personal Safety Procedures | 70 |
| Workplace Violence | 3 | Bullying | 70 |
| Workplace Violence | 4 | Eliminating Bullying | 70 |
| Workplace Violence | 5 | What Actions Should I Take If I'm Being Bullied at Work? | 70 |
| Workplace Violence | 6 | Workplace Violence Prevention Policies | 70 |
| Workplace Violence | 7 | Sexual Harassment | 70 |
| Workplace Violence | 8 | Taking Action | 70 |
| Workplace Violence | 9 | Consequences of Workplace Sexual Harassment | 70 |

Recommended System Requirements

- Browser: Up to date web browser
- Video: Up to date video drivers
- Memory: 1Gb+ RAM
- Download Speed: Broadband (3Mb+)

Duration: 75 minutes (*Note: This is based on the amount of video content shown and is rounded off. It does not account in any way for loading time or thinking time on the questions).*