

Harassment and Bullying Policy

1.0 Policy and procedure

This is GICC's policy on harassment and bullying and explains its procedures for dealing with harassment or bullying if it occurs. This applies to both Members and Core Members.

Fairness and respect

1. Everyone should be treated with fairness, dignity and respect at all GICC events, rides and activities – online and offline. Bullying and harassment of any kind is in no-one's interest. Bullying and harassment may lead to:

- Tensions, poor morale and poor relations.
- Loss of respect for the GICC membership.
- Ill-health, stress, and Member absence and/or Members & Core Members leaving the club.
- Damage to GICC reputation; and
- legal claims.

Individuals who are subjected to bullying and harassment related to “protected characteristics” have special protection. The protected characteristics are age, disability, race, religion or belief, sex, sexual orientation, and gender reassignment.

We do not tolerate bullying or harassment whether it is related to protected characteristics or not. This applies for instances that occur during an officially organised GICC ride. Such behaviour is normally gross misconduct and likely to result in a ban from the club; in serious cases, it may be a criminal offence.

2.0 What is bullying and harassment?

2. Bullying and harassment include conduct that has the purpose or effect of creating an intimidating, degrading or offensive environment. It might include:

- (a) “Picking on” or ostracising or making degrading comments about a GICC Member.
- (b) Whispering or gossiping campaigns.
- (c) Shouting at a GICC Member (other than reasonable, loud and audible communication on a ride or at an event posted on Spond);

- (d) Repeatedly putting unreasonable pressure on club Members & Core Members.
- (e) Conduct related to protected characteristics.

3. Bullying or harassment and protected characteristics

Bullying or harassment related to protected characteristics has a broad meaning. It is unlawful:

- (a) Even though it was unintended and the person doing it was unaware that they might cause offence. For example, you may feel that you know a group member and that they will not be offended by a joke about race, religion or sexual orientation, but if they (or someone who over-hears) turn out to be offended, you are likely to be guilty of harassment.
- (b) Sometimes conflicts arise between persons with different protected characteristics (for example sexual orientation and religion). We do not expect everyone to be friends, but we do require GICC Members to treat each other with respect and dignity, regardless of privately held views.

4. Examples of harassment related to protected characteristics

Harassment can take a number of forms. Examples include the following:

Sexual harassment

- 5. Harassment related to sex or of a sexual nature might include:
 - (a) Derogatory comments about gender or matters associated with gender.
 - (b) Ostracism related to gender (whether the person affected is of the same or different gender).
 - (c) Degrading comments about appearance or dress.
 - (d) Physical conduct of a sexual nature ranging from unnecessary touching to sexual assault.
 - (e) Making offensive comments to a pregnant woman about her appearance.
 - (f) unwelcome sexual advances, flirtatious or suggestive remarks, leering, whistling or sexually suggestive gestures.
 - (g) display of pornographic or sexually suggestive pictures, objects or written materials.

- (h) repeated requests to go on a date or to socialise outside of work when this is unwanted.
- (i) pressure for sexual behaviour/favours in return for avoiding detrimental treatment; or
- (j) detrimental treatment following the rejection of a sexual advance.

Racial or religious harassment

6. Racial or religious harassment might include:

- (a) Derogatory or degrading abuse or insults and offensive comments about race or religion.
- (b) Display, circulation or discussion of racist pictures, objects or written materials.
- (c) Repeatedly dismissing or not taking seriously a person's request for their religious practices to be accommodated.
- (d) Unjustified display of emblems that have sectarian or religious significance; or
- (e) Telling of jokes related to race or religion.

Disability related harassment

7. Harassment related to disability might include:

- (a) Mimicry and imitation of the disabled person.
- (b) Telling of jokes related to disability.
- (c) Offensive comments about disability or matters associated with disability.

Harassment related to sexuality

8. Harassment related to sexual orientation might include:

- (a) Teasing or name calling about an individual's sexual orientation (real or perceived);
- (b) Homophobic / biphobic "jokes" or derogatory stereotyping based on sexual orientation.

- (c) “Outing” a person (i.e. revealing their sexual orientation) against their wishes.

Age-related harassment

- 9. Harassment related to age might include:
 - (a) Telling jokes related to age or the perceived effects of age.
 - (b) Derogatory stereotyping based on age.

10. Your responsibilities

All GICC Members & Core Members have a responsibility to ensure that bullying and harassment do not occur. You must demonstrate respect for your fellow Members & Core Members whilst being part of the Membership and must not harass or bully anyone.

GICC Committee Members & Core Members have additional responsibilities to ensure that this policy is implemented and, if harassment or bullying occurs, that it is dealt with.

Bullying and harassment covers various different situations however it does not cover;

- (a) The inability to read and understand ride descriptions and routes that you take part in which result in you being dropped from a ride or advised to leave the group.
- (b) Not being able to take part in a specific ride or event due to lack of ability.
- (c) Ignoring the advice or guidance of ride leaders or committee members, resulting in a situation where you are uncomfortable, unsafe or unable to continue a ride.

11. What to do if you are harassed or bullied

If you feel you are being harassed or bullied, we encourage you to report it to:

- (a) A Committee Member
- (b) if your complaint is regarding a GICC Committee Member, report the complaint to the Chair, Secretary or Treasurer. If the complaint is about one of these committee members, approach one of the three that is the most appropriate.
- (c) Each Committee Member agrees to treat such complaints confidentially and professionally.

12. What will happen if you make a complaint of bullying or harassment

If you make a complaint, we will endeavour to chat with you in person to;

- (a) Find out the details; and
- (b) Discuss whether you want the matter to be dealt with by the committee.

13. Informal resolution

You may want to try to resolve the problem informally by explaining to the individual concerned that their behaviour is unwelcome and should stop.

14. Formal approach

If you feel that attempts at informal resolution have not worked or you do not want to try for informal resolution, you can ask the GICC Committee to take formal action. This may lead to Member's being banned or asked to change their behaviour within the club. There is no formal documented process and each report is dealt with on a case by case basis. GICC does not record formal requests or keep any record of these. In cases where conflict, harassment or bullying cannot be resolved either informally or formally, the GICC committee can ask either or both parties to leave the club and revoke membership to resolve the situation. As a free club with limited resources, GICC reserves the right to not pursue any formal requests as deemed by the committee.