

Bullying and harassment

A policy summary for international students

Effective from 20 November 2015

Version Number: v1.0

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Document Control Information				
Status and reason for development				
New document to make the arrangements in place to counter bullying and harassment in a more easy to understand format for international students				
Revision History				
<i>Date</i>	<i>Author</i>	<i>Summary of changes</i>	<i>Version</i>	<i>Authorised</i>
Nov 2015	P Smith	<i>New document with input from Celia Hart and others</i>	V1.0	Not required
Policy Management and Responsibilities				
Owner:		This Policy is issued by the Head of Student Support who has the authority to issue and communicate such policy summaries.		
Assessment				
		<i>Cross relevant assessments</i>	<i>Cross if not applicable</i>	
Equality Analysis		X		
Legal		<input type="checkbox"/>	X	
Information Governance		X	<input type="checkbox"/>	
Academic Governance		<input type="checkbox"/>	X	
Consultation		<i>Cross relevant consultations</i>		
Staff Trades Unions via HR		<input type="checkbox"/>		
Students via USSU		<input type="checkbox"/>		
Any relevant external bodies (please specify)		<input type="checkbox"/>		
Authorised by:		N/A		
Date authorised:		20 November 2015		
Effective from:		20 November 2015		
Review due:		20 November 2016		
Document location:		University Policy & Procedure Pages http://www.salford.ac.uk/about-us/corporate-information/governance/policies-and-procedures		
Document dissemination and communications plan:		TBC		

1.0 Introduction

The University of Salford welcomes staff and students from a wide range of backgrounds and cultures. We value this diversity and believe that everyone has the right to be treated with dignity and respect. The University is committed to offering an environment that is free from any form of bullying and harassment, where people feel safe, get on well together and can achieve their potential.

Bullying and harassment of any kind can create a negative environment for people working, learning and socialising. Bullying and harassment of students, staff and visitors is unacceptable at the University of Salford.

Being the subject of bullying and harassment can be very distressing, particularly when people separated from friends and family, and can affect the victim's mental or emotional health, their ability to work, study, relax, and succeed in their studies.

Bullying and harassment, on any grounds, will not be tolerated. We expect students, staff and everyone associated with the University of Salford to treat everyone they meet with respect.

2.0 What is Bullying and Harassment?

Bullying and harassment means any unwanted behaviour that makes someone feel intimidated, degraded, humiliated or offended. It is not necessarily always obvious or apparent to others.

Bullying or harassment can be between two individuals or it may involve groups of people. It could be persistent or an isolated incident. It can also occur in written communications, by phone or through email, via social media and not just face-to-face.

Bullying and harassing behaviour can include:

- threats, insults, coercion or excluding people
- creating an undignified and hostile environment
- forcing your opinions, beliefs or views onto someone else
- inappropriate humour, name calling or comments directed at a person for example about their background, appearance, faith, culture, relationships or personality
- making any kind of unwanted and inappropriate physical contact or comments
- interfering with someone's private space, correspondence or belongings
- setting unreasonable rules, requirements or standards on a person that cannot be justified

Bullying and harassment is not always intentional, and can sometimes be the result of ignorance, or a failure to be respectful to the feelings or beliefs of others. The most important factor in bullying and harassment is the impact on the victim, and not the intentions of the individual responsible for the behaviour.

Bullying and harassment do not include, for example: disagreeing with someone's point of view or beliefs; providing constructive feedback when you have to do so; not agreeing to do

what someone else wants you to do. However all of these actions must be carried out in a respectful and dignified way.

3.0 What can you do about bullying and harassment?

- Think about your behaviour towards other people and ensure you are sensitive and respectful to everyone, even if they do not share your opinions, values or beliefs.
- Consider how other people react towards you – if they seem uncomfortable with your behaviour then you should stop and consider if there is a more respectful way to express your views or provide feedback.
- If you need support to improve your communication and inter-personal skills, or you want to learn more about different cultures, religions, local traditions and culture, you can contact the [Wellbeing team](#).
- If someone else's behaviour is making you feel uncomfortable or having a negative impact on you try to talk to them directly about it. Keep it factual and give clear examples. It is better to say "when you do / say I feel anxious and offended" than to say "you are a bully".
- If you cannot resolve the problem yourself, talk to someone else, for example: your personal tutor / supervisor, [Students' Union adviser](#), [Chaplain](#) or [Denizen representative](#). If you are not sure who to talk to, you can contact your School office or [the askUS team](#) or email studentdiversity@salford.ac.uk and someone will contact you to arrange a good time to speak. Tell them what has been happening and talk about what you would like to happen next. There could be a variety of options, such as formal mediation with the person.
- If the situation is serious or you have tried other ways to resolve the situation you can [make a complaint](#) to studentcomplaints@salford.ac.uk. Bullying and harassment is taken seriously and can be grounds for disciplinary action up to and including dismissal with or without notice or expulsion from the University.
- The University of Salford can provide a range of support to help people resolve conflict including mediation.

4.0 Other useful sources of support outside the University

- **Lesbian and Gay Foundation: Face to Face Counselling**
Support counselling available on a wide range of issues -T: 0161 235 80250
- **Greater Manchester Police**
For reports of all forms of Hate Crime - T: 0161 872 5050
- **LGF Helpline**
LGF operate this helpline 6 to 10 pm any evening - T: 0845 330 30 30
- **Citizens Advice Bureau**
General advice and guidance on a range of legal matters - www.salfordcab.org.uk
Drop-in: Monday / Thursday / Friday 10 am to 3.30 pm
Salford Precinct, 25a Hankinson Way, Salford M6 5JA
- **Samaritans**
Telephone and face to face counselling support - www.samaritans.org
T: 0161 236 8000 (Telephone lines open 24/7) - E: jo@samaritans.org