



Sexual Harassment Policy for NUSU licensed areas.

Purpose

This policy sets out the NUSU licensed area position on sexual harassment and how incidents will be handled.

Scope

This policy applies to all commercial managers and coordinators, bar staff and commercial event employees.

Introduction

Luther's Bar, Venue and all other areas that fit within the NUSU Licensed Areas (LA) definition are committed in creating a safe, welcoming, and inclusive environment for all and take all complaints of sexual harassment seriously. The purpose of this policy is to support a working environment and venue culture in which sexual harassment is unacceptable.

Should you experience or witness any behaviour that you feel amounts to sexual harassment either towards yourself, another member of staff we strongly encourage you to report it to a duty manager as soon as you can.

What is sexual harassment?

Sexual harassment is a form of sex discrimination. It takes place when someone is subjected to unwelcome and unwanted sexual behaviour or other conduct related to their gender.

Harassment is defined by law in the Equality Act 2010 as 'unwanted conduct related to a relevant protected characteristic, which has the purpose or effect of violating an individual's dignity or creating an intimidating, hostile, degrading, humiliating or offensive environment for that individual'. In the case of sexual harassment, the relevant protected characteristic is 'sex'.

Behaviour that constitutes sexual harassment includes:

- Unwelcome behaviour of a sexual nature, this may be either physical or verbal,
- Inappropriate or suggestive remarks or verbal sexual advances,
- Indecent comments, jokes or innuendos relating to a person's looks or private life,
- Unwanted physical contact such as hugging, kissing or inappropriate touching,
- Requests for sexual favours,
- The display or circulation of pornography or indecent images.

Often, this kind of behaviour may be brushed off by the harasser as 'banter' or harmless flirting. It is important to remember that the impact the behaviour had is the most important factor, it is not so relevant whether the individual intended to cause offence, but rather that offence was caused by the conduct.

Witnessing and handling reports of sexual harassment of patrons

NUSU licensed areas considers it our responsibility to intervene when sexual harassment happens in our premises. If you witness or are alerted to sexual harassment taking place between patrons or between patrons and staff, you should alert the duty manager.

Interventions to challenge sexual harassment in our venue include:

- Watching/keeping an eye on the situation
- Speaking with target/victim of sexual harassment
- Speaking with perpetrator of sexual harassment
- Asking the perpetrator to leave the establishment
- Alerting door staff
- Calling the Police

Procedure for reporting sexual harassment between staff

We understand that reporting sexual harassment can be intimidating, so we aim to make the process as clear and straightforward as possible.

If you choose to report the incident by speaking to the duty manager, it will only be treated as a formal complaint if you make it clear that this is the route you would like to take. We are happy to offer informal advice about the possible action and outcomes open to you and will not force you to take any action you do not feel comfortable with.

Where we believe a criminal offence has taken place, we will advise you to report the incident to the police. If a criminal act has taken place and/or we have serious concerns about your safety or the safety of others, NUSU (LA) has a duty to contact the police, but we will do our best to let you know before doing so. If your complaint is subject to an ongoing police enquiry, we will not investigate until the police investigation has run its course.

If we receive more than one complaint of a serious criminal nature; or where we are concerned that an allegation may form part of an ongoing pattern of behaviour that could put other party members or members of the public at risk; we reserve the right to report this matter to the appropriate authorities, including law enforcement. If we do need to do this, we will do our best to let you know.

If, after speaking to us, you decide to make a formal complaint; the process will follow the NUSU Grievance procedure as laid out in the Staff Handbook.

Confidentiality

Allegations raised regarding sexual harassment will be taken seriously and treated confidentially. NUSU Commercial Department gives an assurance that there will be no victimisation against any worker making a complaint under this policy or against staff who assist a colleague in making a complaint.

Responsibilities

The Commercial and Operations Manager shall be responsible for ensuring this policy is regularly reviewed, updated and shared.

Revision History

Rev.	Date	OWNER	APPROVAL	DESCRIPTION OF CHANGE