

Dignity at Work and Study: Policy for Junior Members of Pembroke College

Pembroke College is committed to protecting the dignity of students as members of its community in their work, their study, and indeed all their interactions with each other. It fosters a culture which values positive, supportive and open interactions, and which promotes good working relationships.

The College recognises that to work and study effectively people need a climate in which they are respected and valued for their contribution to work and study, irrespective of their sex (including gender reassignment), marital, parental or partnership status, race, ethnic or national origin, colour, disability, sexuality, religion or belief, or age. The College is committed to upholding [freedom of speech](#) as an essential element of this climate and culture, and while it has certain statutory and legal obligations – for instance to protect students from the risk of radicalisation and violent extremism – it is important to state here that radicalisation is not the same as belonging to a religious group or ethnic minority.

The College recognises its duty of care to students in this respect. Inappropriate behaviour can result in stress and stress-related illness. All members of the College share this duty, and especially those who have some responsibility for other members. The College expects all members of its community to treat each other with respect, courtesy and consideration at all times. All members of this community have the right to expect such behaviour from others, and a corresponding responsibility to behave in this way towards others.

There is a need nevertheless for procedures to deal with particular inappropriate behaviour, including bullying, harassment, victimisation, or discrimination, in an informal context as well as that of work or study, which may have a damaging effect on the well-being of individuals within the College. Behaviour is defined as inappropriate if it is unwanted by the recipient; perceived by the recipient as violating his or her dignity, and/or creating an intimidating, hostile, degrading, humiliating or offensive environment, and; having regard to all the circumstances, including the recipient's perception, the behaviour could reasonably be considered as having that effect. The procedures for dealing with such behaviour work in conjunction with the College's overall Complaints Procedures, which may be used if a formal complaint is made or if the circumstances complained about do not fall clearly within the range described here.

If any student feels uncomfortable as a result of the inappropriate behaviour of a member of the College's staff or another student, the best resolution may well be by means of an open and honest discussion, with support if necessary from any of the following: fellow-students, his or her Tutor, the Chaplain, or a Students' Union officer.

If difficulties cannot be resolved in this way, this Policy provides two further procedures: informal resolution with the intervention of an appropriate member of the College's Fellowship (normally the Senior Tutor, Dr Mark Wormald) and/or mediation through conciliation by the College's Harassment Officer, Dr Loraine Gelsthorpe; and a formal complaint procedure according to which any complaints made about harassment, bullying or other inappropriate behaviour will be investigated

independently, thoroughly and without delay, in accordance with the College's [Complaints Procedure](#).

Beyond this, complaint may be made only to the (national) [Office of the Independent Adjudicator](#). See Appendix 1 for details of the procedure for informal resolution, and see Appendix 2 for Informal Advice on how to proceed. For details of the College's Complaints Procedure, please consult the [College Website](#).

If a complaint is judged to be vexatious or malicious, disciplinary action will be taken against the complainant; however disciplinary action will not be taken if a complaint made in good faith is judged to be unfounded.

If a complaint is judged to be well-founded, action will be taken as necessary to solve the problem and prevent a recurrence. Its primary aim will not be to punish the person complained against; however, in cases involving wilful misconduct, appropriate disciplinary action may be taken.