



# Park City

## **A Template Bullying at Work Policy Wording**

### **Bullying Policy:**

Bullying at work is recognised as a major contributor to stress and stress-related illness. Bullying is often an expression of power designed to intimidate staff who are junior to the bully.

Should an employee feel they are subject to bullying at work then they should bring the matter to the attention of their supervisor or another senior member of staff immediately.

The employee bringing the complaint will be dealt with sympathetically and the incidents will be thoroughly investigated to establish the truth. If the allegations are found to be true, the bully will have disciplinary action taken against him/her. This might result in dismissal if his/her behaviour is serious enough to constitute gross misconduct.

The Grievance Procedure can be used if an employee feels the need to do so.

Employees found guilty of bullying will be subject to the Disciplinary Procedure.

**[www.parkcity.co.uk](http://www.parkcity.co.uk)**

**Tel: 01206 752 100**