Appendix B: Support

Management

Individuals who have experienced or observed harassment, bullying or victimisation should approach their line manager (unless the matter directly relates to the line manager). If the matter is regarding the immediate line manager, the individual should raise the matter with the next level of management.

Human Resources

If the individual feels it more appropriate in the circumstances, they can contact HR and request to meet with a member of the HRBP team.

Trade Union

Trade union representatives are trained to deal and support employees with any workplace related matters of concern. If the individual would like advice on how to deal with an issue, they can contact the representatives using the contact details here.

Head of Equality and Diversity

If an employee considers that they are being harassed or bullied because of a protected characteristic, the University’s Head of Equality and Diversity will be able to provide confidential help, support and advice. In addition, it is encouraged that employees access the University’s equality, diversity and inclusion webpage for details of support networks, helpful guidance and links to external website support.

Chaplaincy

The University Chaplain is available to offer pastoral care and support for any employee, regardless of religion or belief (including non-belief). This could be sympathetic, confidential listening and support in emotional issues or a safe place to talk to someone about any issues affecting health and wellbeing.

Occupational Health

At any time during the process, the line manager, can refer the employee to Occupational Health. Similarly, the employee can self-refer. This would be of particular importance if the employee was experiencing stress related symptoms and/or displaying signs of distress.