



Workplace Harassment

Overview

Workplace Harassment can be based on a variety of factors that differ from the one doing the harassment, such as race, sex and disability. Three main actions constitute harassment:

1. When someone is doing something to you to make you uneasy
2. When someone is saying something to you to make you feel uneasy
3. When someone knowingly puts your life at risk in some way

This course will give you the tools necessary to recognise harassment in the workplace as well understand your rights and responsibilities under the law, with regard to safety in the workplace.

Who this course is for

This course is intended for executives, managers and employees at all levels of a business to help them prevent incidents of workplace harassment from occurring.

Course outline

- Topic 1: The Background
- Topic 2: Developing an Anti-Harassment Policy
- Topic 3: Policies in the Workplace
- Topic 4: Proper Procedures in the Workplace
- Topic 5: False Allegations
- Topic 6: Other Options
- Topic 7: Sexual Harassment
- Topic 8: Mediation
- Topic 9: Conflict Resolution
- Topic 10: The Aftermath

*"Nothing strengthens authority as much as silence."
Leonardo da Vinci*

By the end of this course, learners should be able to:

- Identify the words and actions that constitute harassment.
- Understand what the law says about harassment.
- Implement anti-harassment policies.
- Educate employees and develop anti-harassment policies.
- Discuss employer and employee's rights and responsibilities.
- Address accusations of harassment.
- Apply proper mediation procedures.
- Deal with the aftermath of harassment.

√ Course Level	Short Course
√ Course Hours	8 hours
√ Course Standard Price	£85

