



GROW LEARN PLAY PROJECT CIC

PREVENTING SEXUAL HARASSMENT IN THE WORKPLACE – EXTERNAL PARTIES

At Grow Learn Play Project, we are committed to providing a safe, respectful, and inclusive environment for all individuals, including our employees, contractors, vendors, and clients.

We will not tolerate any form of sexual harassment against our employees.

What is Sexual Harassment?

Sexual harassment is any unwanted conduct of a sexual nature that creates a hostile, intimidating, or offensive environment, whether intended or not. This can include:

- Verbal harassment - insults, threats, offensive jokes, or unwanted comments.
- Physical harassment - unwanted touching, assaults, or interference with work.
- Visual harassment - displaying offensive images or posters.
- Cyberbullying - harassment through electronic means (e.g., emails, social media).

Our company has a **zero-tolerance** policy for sexual harassment, which applies to all individuals who interact with employees of our organisation. This includes our employees, external contractors, vendors, clients, visitors and members of the public.

Reporting Sexual Harassment

If you experience or witness sexual harassment while interacting with our company or its employees, please report it immediately to Jennie Clarke or Jemma Kerby.

We will treat your report with the utmost confidentiality. Retaliation against anyone for reporting sexual harassment is strictly prohibited.

Reporting Allegations Against External Parties

Any reports of sexual harassment where **you** have been cited as the perpetrator will be reported to your employer or to the relevant authorities. Our company will assist with any subsequent investigations.

Preventing Sexual Harassment

Everyone who interacts with our company has a role to play in preventing sexual harassment and other forms of unwanted or negative behaviour. *Please be respectful of our employees at all times.*

Directors:

Jennie Clarke and Gemma Kerby