



Hull York Medical School

**Dignity at Work and Study Policy
for dealing with Harassment, Bullying and Hate Incidents**

Approval Process:	
Committee	Outcome/Date of approval
Equality, Diversity, Inclusion Committee	February 2021
Student Staff Committee	April 2021
Management Board	June 2021
To be implemented from:	1 August 2021
Responsibility to update:	Chair of Equality, Diversity and Inclusion Committee

To obtain this Policy in an alternative format, please contact governance@hyms.ac.uk

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1. Introduction and scope

- 1.1. This Policy applies to all students studying at the Hull York Medical School whether they are registered at the University of Hull or the University of York.
- 1.2. This Policy also applies to all Hull Medical School staff employed by the University of Hull or the University of York. Staff will follow the University policy and procedure where they are employed (see section 4).
- 1.3. The aims of this Policy are to:
 - 1.3.1. Set out the Medical School's alignment with the University policy.
 - 1.3.2. Raise awareness of the effects of harassment, bullying and hate incidents on individuals.
 - 1.3.3. Provide procedures and mechanisms for reporting and addressing reports of harassment, bullying and hate incidents.
- 1.4. The Hull York Medical School has responsibility, not only to foster good relations between people of the same and different groups, but also to eliminate all forms of harassment and discrimination, as stated in the Public Sector Equality Duty defined under the Equality Act 2010.

2. Alignment with the University of York Dignity at Work and Study Policy

- 2.1. The Hull York Medical School holds the principle of aligning our policies with either of the Universities where possible.
- 2.2. Following careful consideration by policy experts at the University of Hull and the University of York on dealing with harassment, bullying and hate incidents, it was decided that the Medical School should align its policy with the [University of York Dignity at Work and Study Policy](#).
- 2.3. The policy alignment means that the Hull York Medical School adopts the University of York policy in full, including:
 - 2.3.1. Policy statement (section 2 of the York Policy)

- 2.3.2. Definitions of harassment, sexual harassment, bullying, cyber bullying, physical violence, hate incidents and hate crimes (antisemitism, bi-phobia, disableism, homophobia, Islamophobia, racism, transphobia), and victimisation (section 3 of the York Policy)
- 2.3.3. Confidentiality (section 4 of the York Policy)
- 2.3.4. Anonymous reporting (section 5 of the York Policy)
- 2.3.5. Reports made in good faith (section 6 of the York Policy)
- 2.3.6. Counter reports (Section 7 of the York Policy)
- 2.3.7. Collective reports of harassment, bullying and hate incidents (section 8 of the York Policy)
- 2.3.8. Record keeping (section 9 of the York Policy)
- 2.3.9. Review of policy and procedure (section 10 of the York Policy)

3. Procedure for dealing with reports of harassment, bullying and hate incidents against university students

- 3.1. Students of the Hull York Medical School, whether they are registered with the University of Hull or University of York, will follow the [University of York Dignity at Work and Study Policy](#): Procedure for dealing with reports of harassment, bullying and hate incidents against university students.
- 3.2. The procedure covers:
 - 3.2.1. General principles (section 1.1 of the York procedure)
 - 3.2.2. Right to be accompanied (section 1.2 of the York procedure): students registered at the University of Hull will have access to support from the Hull University Student Union (HUSU).
 - 3.2.3. Movement between procedures (section 1.3 of the York procedure)
 - 3.2.4. Support (section 1.4 of the York procedure): the University of Hull and University of York will provide welfare support to Hull York Medical School students regardless of their university of registration.
 - [University of Hull Student Support](#)
 - [University of York Student Support](#)
 - [Hull York Medical School Student Support](#)
- 3.3. The procedure involves two stages. The first stage is **informal procedures** (section 2 of the York procedure) which include:
 - 3.3.1. **Taking personal action** where it is appropriate and safe to do so (section 2.1 of the York procedure).

- 3.3.2. **Involving an appropriate member of staff** (section 2.2 of the York procedure): Students should contact the Student Support Team (student.support@hyms.ac.uk), or academic staff in the School, including Programme Directors, Phase Leads, PBL tutors, SSIP Leads, or Thesis Supervisors.
- 3.4. If in the first stage informal procedures do not result in a resolution, the **formal approach** (section 3 of the York procedure) will take place which includes:
- 3.4.1. **Report and Support** (section 3.1 of the York procedure): student/staff should make a formal report directly using the Hull York Medical School online tool <https://www.hyms.ac.uk/student-support> for serious misconduct including harassment, hate crime and sexual violence. The Hull York Medical School has Standard Operating Procedures to administer any reports using the Report and Support tool.
- 3.4.2. **Invoking Student Discipline** procedures:
- Students registered with the University of Hull will follow the [Hull Student Disciplinary Regulations](#).
 - Students registered with the University of York will follow [the York Regulation 7: Student Discipline](#).
- 3.4.3. For cases that involve perpetrators or victims in the University of Hull and University of York, the two Universities will cooperate and establish a mechanism for joint investigations and a collaborative disciplinary panel to facilitate the exchange of case information.
- 3.4.4. Where a reported student wishes to **appeal against a decision** made following a formal investigation, they should follow:
- The [Hull Student Disciplinary Regulations](#) if they are registered with the University of Hull.
 - The [York Regulation 7: Student Discipline](#) if they are registered with the University of York.
- 4. Procedure for dealing with reports of harassment, bullying and hate incidents against staff**
- 4.1. Staff employed by the University of Hull will follow the procedure of the University of Hull: Bullying and Harassment Policy and Procedure available on the [Hull SharePoint](#).
- 4.2. Staff employed by the University of York will follow the procedure of the [University of York Dignity at Work and Study Policy](#): Procedure for dealing with reports of harassment, bullying and hate incidents against staff.
- 4.3. Staff employed by a placement provider will follow the procedure of the relevant placement provider.

Appendix: Flow-diagram explaining the procedure for dealing with reports of harassment, bullying and hate incidents against university students

