

## ACTION CARD 2: BULLYING & HARRASSMENT BY A MEMBER OF STAFF

UCL has a firm commitment to equality and diversity and will not tolerate the harassment or bullying of one member of its community by another or others. All students need the confidence to complain about harassment and bullying, should they arise, in the knowledge that their concerns will be dealt with appropriately and fairly.

## How to deal with allegations of harassment:

If a student considers that they are experiencing harassment by a UCL or NHS staff member there are a number of options available. Often a student may wish to talk to someone in order to obtain another perspective on the situation. In a majority of cases a Personal Tutors are able to resolve matters informally, sometimes in partnership with module, site or year leads.

Formal action may be considered where informal action proves ineffective, or where a student feels that an informal approach is not appropriate. These cases must be referred to the UCLMS Student Support Service.

