

EGM is supported by:



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*Services in the Thurrock area are funded by Thurrock Community Safety Partnership.*

## Contacting EGM

If you would like to make a comment, compliment or complaint, please contact us using one of the following methods:

**tel:** 01245 250 256

**text:** 07949 348820

**email:** [info@essexgaymen.org.uk](mailto:info@essexgaymen.org.uk)

**web:** [www.essexgaymen.org.uk](http://www.essexgaymen.org.uk)

**post:** EGM c/o Maldon & District CVS,  
Holloway Road, Heybridge, EssexCM9 4ER

You can also speak to a volunteer in person at any of our 'drop in' meetings.

NB: Certain complaints and representations are not covered by EGM's complaints policy, for example, where legal issues may apply.



*Providing support, inspiration, mutual respect & friendship*

# Harassment & Bullying

## Harassment

Harassment is unwanted conduct affecting the dignity of a person. It may be related to age, sex, sexuality, race, disability, religion or belief, gender reassignment or any personal characterisation of an individual.

## Bullying

Bullying is a specific form of harassment typically involving one or more persons which intimidates, offends, degrades, insults or humiliates.

EGM believes everyone should be treated with dignity and respect. Everyone is responsible for ensuring that individuals do not experience harassment or bullying and to report any concerns. Anyone involved in bullying or harassment may have their involvement with EGM suspended.

## Being harassed & bullied?

Anyone can informally discuss concerns with the volunteer group facilitator or speak to a committee member. Formal complaints should be made using EGM's complaints procedure.

If you are being subjected to inappropriate behaviour, if possible advise the person their behaviour is unwelcome. Any form of harassment should be reported to EGM. Examples include:

- Physical or verbal abuse, threats, ridicule, insults derogatory name-calling, graffiti and embarrassing or otherwise offensive jokes, spreading malicious rumours
- Invasion of personal space or unwelcome physical contact, sexual advances or suggestions, display of pornography etc
- Lewd comments and offensive emails or texts, following someone to the toilet facilities, etc.
- Unwelcome contact e.g. repeatedly sending texts, emails, phone calls, gifts, letters or calling at a person's home or place of work or study.
- Drawing unwelcome attention to personal characteristics.
- Making public that someone is gay or bisexual when they would prefer to keep this information private (outing)

## Incident Report Form

Please use this form to tell EGM about incidents of harassment or bullying. Hand it to a volunteer or post it to us. Alternatively, you can submit the information online.



### Part 1. Your personal details

Your name

Address:

Post Code

Contact No

Email

### Part 2. Details of incident

Complaint  Request for support  Date \_\_\_\_\_

Details:

(Please use additional sheets of paper if required, attaching them to this main form)