



COURSE

# Preventing Workplace Harassment — UK

13th Edition

Respect



# Observe the 2023 Worker Protection Act

In today's diverse workplaces, preventing harassment is essential not only for legal compliance but for fostering a safe and productive environment. With the UK Worker Protection Act (effective October 2024) reinforcing employers' responsibilities, there's never been a better time to strengthen your approach to harassment prevention. A proactive approach to harassment prevention helps ensure a high-performing workplace where every employee feels valued and protected.

# **Course Description**

Emtrain's UK Preventing Workplace Harassment course is specifically designed for UK workplaces to address the unique challenges of managing harassment under the Equality Act 2010 and the latest legal standards. This course not only clarifies what constitutes unlawful harassment but also provides practical skills for creating respectful, inclusive teams. Our training also provides an overview of UK-specific harassment laws and policies.

# **Key Concepts**

- How to build trust at work.
- How to make clear decisions.
- What accountability means.

• The importance of positive cultural norms.

# **Course Features**

- Access to our Anonymous Ask the Expert tool
- Rich video scenarios based on real-world events
- Built-in employee sentiment surveys

- 50+ Machine Translation Options
- Optional program timer
- Policy acknowledgement tool
- Extensive customization options

### Lessons

# Respect is a Skill

An introduction to the purpose and goals of this course. Also, an introduction to the concept that team dynamics are influenced by peoples' culture skills.

# The Workplace Colour Spectrum® Tool

This lesson explains the Workplace Colour Spectrum and how it can help managers and employees understand and categorise their conduct — and the conduct of others.

# **Protected Characteristics and the Equality Act**

Introducing the Equality Act of 2010 and how it helps protect people from harassment and discrimination. Review the protected characteristics covered under the Act, as well as what types of conduct of behaviours are prohibited in — or outside of — the workplace.

### **Discrimination and Harassment**

What is the legal definition of discrimination? Review the different types of workplace discrimination, including indirect, direct, and harassment based on a protected characteristic.

Sexual Harassment and Less Favourable Treatment

Employees are protected from sexual harassment and less favourable treatment as a result of harassment under the Equality Act. How is sexual harassment defined, and in what instances does "less favourable treatment" apply?

# The Who, Where, and How of Harassment

This lesson explains the reach of workplace harassment and discrimination laws — who is protected, and who can be liable, and the different ways harassment can show up in the workplace.

### What is Unwelcome Conduct?

Harassment involves "unwelcome conduct." This lesson addresses how to determine when conduct is legally considered "unwelcome".

# When Behaviour Turns Red and Toxic

Red conduct is illegal and negatively impacts work culture. Help employees determine what it looks like and how to know when conduct is crossing the line from orange to red.

# **Bullying and Aggressive Behaviour**

Help your employees understand, identify, and stop aggressive, bullying behavior in the workplace.

# **Bystanders to Upstanders**

In most harassment situations, someone outside the conflict knows what's going on. How do you go from being a passive bystander to an upstander who takes action to de-escalate the problem and uphold respectful norms of behavior?

### **Victimisation**

Employees have a right to raise a concern or complaint without fear of victimisation. This lesson teaches learners about when a situation, and a management action crosses the line and may give the appearance of victimisation.

# The Manager's Role

Managers shape workplace culture by modeling respect and addressing behaviour issues. This lesson highlights their role as the employer's "eyes and ears" in handling people and harassment concerns.

# Reporting, Investigations, and Workplace Policies

Educate employees on your workplace policies that prevent harassment, how to report concerns of harassment, and the employer's investigation when concerns are reported. All employers must have their own harassment prevention policy to highlight in this lesson. For employers who lack a policy, Emtrain provides a harassment prevention policy template that can be used to create an employer policy.

### **VERSIONS**

All Employees (50 min)

### WHAT'S COVERED

- <u>Bullying</u>
- <u>Bystander To Upstander</u>
- Forms Of Harassment

- Protected Characteristics
- <u>Toxic Workplace</u>
- Workplace Color Spectrum