



## **WISTOW PARISH COUNCIL**

### **ZERO TOLERANCE PLAN**

#### **Purpose**

To establish a clear stance against inappropriate behaviour, including harassment, discrimination, violence, and substance abuse, ensuring a safe and respectful environment for all.

#### **Scope**

This policy applies to all council members, staff, volunteers, and anyone participating in parish activities.

#### **Definitions**

- Inappropriate Behaviour: Includes harassment, bullying, discrimination, violence, and any actions that undermine a safe environment.
- Zero Tolerance: Any violation of this policy will result in immediate investigation and appropriate disciplinary action.

#### **Policy Statements**

- The parish council does not tolerate any form of harassment or discrimination.
- Violence or threats of violence will not be tolerated.
- Substance abuse in any form during council activities is strictly prohibited.

#### **Reporting Procedures**

- Encourage individuals to report incidents promptly, either to a designated officer or through an anonymous reporting mechanism.
- Ensure that all reports will be taken seriously and investigated thoroughly.

#### **Investigation Process**

- All reported incidents will be investigated in a fair and confidential manner.
- Both the complainant and the accused will be treated with respect during the investigation.

#### **Disciplinary Actions**

- Clearly outline potential consequences for violating the policy, which may include verbal warning, written reprimands, suspension, or termination of membership/volunteering.

#### **Support and Resources**

- Provide access to support services for individuals affected by inappropriate behaviour.
- Offer training and resources to promote awareness of the policy.

Approved: October 2024

New Review Date: May 2025



### **Communication**

- Regularly communicate the zero tolerance policy to all members, staff, and volunteers.
- Include the policy in orientation materials and training sessions.

### **Review and Evaluation**

- Review the policy annually and update it as necessary to ensure effectiveness.
- Solicit feedback from the community on the policy's impact

By implementing this zero tolerance policy, the parish council demonstrates its commitment to fostering a safe and respectful environment for all participants.