


DIGNITY AT WORK AND ANTI BULLYING POLICY 2023

Ardgillan College

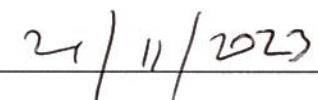
Date for review: November 2025



Colm Kilgallon

Chairperson

Board of Management


Date ratified by the Board of Management

Dear staff member,

The purpose of this document is to ensure that the board of management of Ardgillan College is compliant with current legislation in relation to health, safety and welfare requirements. The general duties of the Board, as an employer, are covered in sections 8 – 12 of the *Safety, Health and Welfare at Work Act, 2005*.

The Board has a duty ***to ensure, so far as is reasonably practicable, the safety, health and welfare at work of all employees.***

(Section 8 – Safety, Health and Welfare at Work Act, 2005).

Section 8(h) of 2005 Act covers bullying in the workplace and this is a broad new provision which requires the board to determine and implement the safety measures to protect staff from bullying within the workplace. It is against this background that the Dignity at Work Charter and an Anti-Bullying Policy have been created for the well-being of all staff. This policy also incorporates the principles outlined in the HSA's *Code of Practice for employer and employees on the prevention and resolution of bullying at work*.

This policy is linked to all other relevant pastoral and organisation policies within the school.

A copy of this document will be issued to each staff member of Ardgillan College and it is their responsibility to ensure that they become familiar with the contents of the document.

The Dignity at Work Policy will be on the agenda of the first staff meeting of every school year as an opportunity to remind staff of the policy and their commitment to creating a positive working environment and the right of each individual to dignity in their workplace.

This document will be monitored and reviewed on an ongoing basis as required and in light of experiences by the board of management.



Dignity at Work Charter

We “commit ourselves to working together to maintain a workplace environment that encourages and supports the right to dignity at work. All who work here are expected to respect the right of each individual to dignity in their working life. All will be treated equally and respected for their individuality and diversity.

Bullying in any form is not accepted by us and will not be tolerated. Our policies and procedures will underpin the principles and objectives of this Charter.

All individuals, whether directly employed or contracted by us, have a duty and a responsibility to uphold this Dignity at Work Charter.

Supervisors, Managers, and Trade Union Representatives where applicable in the workplace have a specific responsibility to promote its provisions.”

Ardgillan College adopts the HSA Dignity in the Workplace Charter endorsed by IBEC and ICTU and adopted by ASTI/TUI.

DIGNITY AT WORK CHARTER, ARDGILLAN COLLEGE

A core employment value is the commitment to ensuring that each individual is guaranteed a working environment where s/he may expect to be treated with dignity by management, work colleagues, visitors and students.

This approach places a positive emphasis on the importance of each individual and the contribution s/he makes to the success of the school. It guarantees the optimal working conditions that allow individuals to freely maximise their role in the workforce. Sound management ethos is based on providing leadership that encourages individuals in this regard. This is best achieved in Ardgillan College through the creation and maintenance of a positive working environment.

Integral to this employment value and in particular to the principle of mutual respect is the commitment to provide a workplace free from bullying. It is in such a context that the philosophy and policy statement will be realised.

OBJECTIVES OF DIGNITY AT WORK CHARTER

- To create and maintain a positive working environment in Ardgillan College where the right of each individual to dignity at work is recognised and protected
- To ensure that all are aware of and committed to the principles set out in this Charter

The staff of Ardgillan College commit themselves to working together to maintain a workplace environment that encourages and supports the right to dignity at work. All who work in the school are expected to respect the right of each individual to dignity in their working life. All will be treated equally and respected for their individuality and diversity. Bullying in any form is not accepted by us and will not be tolerated. School policies and procedures will underpin the principles and objectives of this Charter. All individuals, whether directly employed or contracted by us, have a duty and a responsibility to uphold this Dignity at Work Charter.

EXPECTATIONS OF SCHOOL STAFF

All staff should:

- ✓ constantly model the behaviour that we would expect the young people in our charge to emulate
- ✓ show respect for the dignity of the person and feelings of each and every individual
- ✓ demonstrate tolerance for diversity of culture, beliefs and opinions.

The following ethical values underpin the standards of teaching, knowledge, skill, competence and conduct as set out in the Code of Professional Conduct for Teachers as established by the Teaching Council.

Respect: Teachers uphold human dignity and promote equality and emotional and cognitive development. In their professional practice, teachers demonstrate respect for spiritual and cultural values, diversity, social justice, freedom, democracy and the environment.

Care: Teachers' practice is motivated by the best interests of the students entrusted to their care. Teachers show this through positive influence, professional judgement and empathy in practice.

Integrity: Honesty, reliability and moral action are embodied in integrity. Teachers exercise integrity through their professional commitments, responsibilities and actions.

Trust: Teachers' relationships with students, colleagues, parents, school management and the public are based on trust. Trust embodies fairness, openness and honesty.

(Code of Professional Conduct – Teaching Council)