

Dignity and Respect at Work- Foundation Module

Course Outline: Half day course to introduce how Dignity at Work can be achieved.	
<p>Purpose of the course</p> <ul style="list-style-type: none"> • <i>To obtain understanding, raise awareness and engage delegates to the need for and meaning of Dignity and Respect at Work.</i> • <i>To ensure that delegates understand and recognise Bullying and Harassing and Discriminatory behaviours and understand how to deal with these.</i> • <i>To ensure that delegates understand that they have a role to play in eradicating Bullying, Harassment and Discrimination in the organisation and understand the consequences of breaches to organisational policy.</i> 	<p>Learning Methods and duration</p> <p><i>Tutor led input, group facilitated discussion, case studies, quizzes, anecdotes. Maximum 25 delegates per session lasting 3 hours.</i></p>
<p>Objectives</p> <p><i>By the end of this course participants will be able to:</i></p> <ul style="list-style-type: none"> • <i>Have raised awareness of relevant employment legislation and the legal framework for equality in the workplace.</i> • <i>Understand the importance of treating people correctly in the workplace, with dignity and respect.</i> • <i>Recognise and describe Harassment, Bullying and Discrimination.</i> • <i>Recognise the effects and impact of Harassment and Bullying.</i> • <i>Understand the importance of setting standards of behaviour and creating a Harassment free working environment.</i> • <i>Be aware of the legal implications and links to equality issues.</i> 	<p>Key Topics</p> <ul style="list-style-type: none"> • <i>Legal framework on Equality.</i> • <i>Treating others correctly.</i> • <i>Recognising Harassment and Bullying.</i> • <i>Impacts of Harassment and Bullying.</i> • <i>Creating a culture of Equality and acceptance of difference.</i> • <i>Own role in achieving respect at work.</i> • <i>Guiding principles with which to navigate differences.</i>