

## INSTRUCTIONS

Before the huddle, review your organization's bullying and harassment policy statement. If your organization does not have a bullying and harassment policy statement, or it needs to be updated, refer to *Developing a Policy Statement: Workplace Bullying and Harassment* to guide you through the process.

During the huddle, use the guiding questions to facilitate a discussion about bullying and harassment policies and how to create a respectful work environment.

Document available at: [www.safecarebc.ca/safetyhuddles](http://www.safecarebc.ca/safetyhuddles)

## AFTER THIS HUDDLE

Staff should be able to:

- Recognize workplace bullying and harassment.
- Contribute to a respectful workplace.

## NOTES TO THE HUDDLE LEADER

- It is the law for all workplaces to have a bullying and harassment policy.
- If you feel the discussion is taking a negative tone, try redirecting the discussion to what helps create a positive and respectful workplace where people feel appreciated.

### **Developing a policy statement** Workplace bullying and harassment

#### **GUIDING QUESTIONS**

- What does bullying and harassment mean to you?
- What is our organization's bullying and harassment policy and why is it important to have one?
- What is something that someone has done for you that made you feel valued and respected?
- What are some real-life examples of something you have done in the past to show your appreciation for one of your colleague's work?