



BANNOCKBURNHOUSE

For the community

DIGNITY AND RESPECT

The volunteers of Bannockburn House, including its trustees, have come together with a common aim - to repair, conserve and preserve our 17th Century property with its links to many exciting events in Scottish history.

Bannockburn House Trust welcomes volunteers from all backgrounds and sectors of society and seeks to be a diverse and inclusive organisation, valuing and celebrating individual differences.

The Trust will ensure that volunteers are able to contribute to the project without experiencing bullying, or unwanted behaviour related to their age, disability, gender reassignment, race, religion or belief, sex, or sexual orientation.

Bullying and unwanted behaviour is that which makes someone feel intimidated, degraded, humiliated or offended, and examples could include:

- spreading malicious rumours, or insulting someone
- exclusion or victimisation
- unfair treatment
- deliberately undermining a competent volunteer by constant criticism
- unwelcome sexual advances.

The Trust will take any complaint under this policy seriously and investigate it promptly and objectively, considering all the circumstances before reaching a conclusion, and deciding on appropriate action. All parties will be treated with fairness, confidentiality and sensitivity.

In some cases, it may be possible to rectify matters informally. Sometimes people are not aware that their behaviour is unwelcome, and an informal discussion can lead to greater understanding and an agreement that the behaviour will cease. It may be that the individual will choose to do this themselves, or they may need support from the volunteer co-ordinator, or other person.

If you wish to make a complaint, or have any questions about this policy, please contact our Volunteer Co-Ordinator.

Note: This policy does not apply to any employee or worker contracted by Bannockburn House Trust.