

Policy for Dignity

Introduction

Bush Hill Park Golf Club values and appreciates the loyalty and commitment of its staff and members and believes that every individual, regardless of his or her position, should be treated with consideration and courtesy and, in turn, should treat others in the same way, regardless of differences. For this reason Bush Hill Park Golf Club has a Dignity at Work policy.

Dignity at Work is about how we are treated as individuals and how we treat other people – our colleagues, members of the golf club and members of the general public.

Bush Hill Park Golf Club wishes to build and maintain a Dignity at Work culture in which:

- Respect for individuals is regarded as an essential part of the conduct of all staff and members of the club; and
- Individuals feel valued and feel that they can add value to Bush Hill Park Golf Club.

Bush Hill Park Golf Club expects ALL club members and staff members to:

- Treat every person fairly and equally.
- Value differences in others and respect the contribution they make.
- Treat everyone with politeness, courtesy and respect when carrying out their work.
- Behave at all times with integrity, honesty and openness.
- Be aware of how their behaviour impacts on others and change it, if it is likely to cause offence or has caused offence.
- Only say in person what they would be prepared to put in writing.
- Where they notice inappropriate behaviour, say something if they feel confident enough, or talk to someone who can take it further if necessary.
- If an incident or inappropriate behaviour is being looked into, be prepared to say what they know or have seen.

What is unacceptable behaviour?

Unacceptable behaviour at Bush Hill Park Golf Club is behaviour that you know (or ought reasonably to know) would cause, or be likely to cause, someone offence and/or physical, emotional or psychological harm.