



March 2013

Joint Statement on Dignity and Respect in the Workplace

In addition to the staff rights, responsibilities and commitments set out in the NHS Constitution and the Equal Opportunities and Dignity at Work Policy, the Trust and Staff Side have produced this Joint Statement to help ensure that a positive working environment exists for staff within an open supportive culture.

This Joint Statement outlines how staff should work together constructively to build an organisational culture which facilitates professionalism in working relationships and service provision.

“It is fundamental that all staff treat each other with dignity and respect whatever the relationship which may exist; whether as individuals or the roles which they carry out.

Whether or not staff are subject to a professional code of conduct, there is a mutual responsibility to have a professional approach to work and colleagues by:

- being respectful and responsive
- using appropriate and polite language when communicating either orally or in writing
- valuing all people’s contribution and not acting in a way which could cause offence or distress
- not discriminating unfairly or unlawfully on any grounds

The Trust and Staff Side are committed to ensuring that unacceptable behaviour has no place in our service and will not be tolerated. There are a range of policies and procedures to help ensure that any such behaviour is addressed including the Disciplinary Policy, Bullying and Harassment Policy and Grievance Policy. Where differences occur then it is expected that staff and managers will seek, where appropriate, to have them resolved amicably by the most effective means available including supervision and team meetings and/or mediation. If in doubt, HR and Staff Side can be consulted on the most appropriate way forward.

Unacceptable behaviour excludes legitimate actions by a manager or staff representative in relation to performance management or organisational change e.g. legitimate actions taken within the disciplinary or other formal procedures. It does not exclude anyone who raises or responds to issues in a threatening, intimidating, derogatory or otherwise inappropriate manner.

Staff at all levels have a responsibility for upholding professional standards of behaviour and for their own behaviour. This includes taking the necessary steps to change their own inappropriate behaviour, as well as to challenge unacceptable behaviour in others and support colleagues in maintaining acceptable behaviour in the workplace.

Dean Wilson
Director of Human Resources

Sue Highton
Staff Side Chair

