



Sexual Harassment and Bullying Policy

Lindacare Ltd (hereafter referred to as "the Company"), with registration number 15185484 and located at Flat 27 Cityview Point, 139 Leven Road, London, England, E14 0XS, is steadfast in its commitment to providing a workplace free from sexual harassment, bullying, and any form of intimidation or discrimination.

Policy Statement: Lindacare Ltd believes that every employee has the right to work in an environment where they are treated with dignity and respect. Sexual harassment, bullying, or any form of victimisation against employees, contractors, clients, or visitors is strictly prohibited and will be treated with the utmost seriousness.

Definitions:

1. **Sexual Harassment:** Unwanted behaviour of a sexual nature which can include, but is not limited to, unwanted advances, inappropriate touching, suggestive remarks, or jokes, displaying explicit images, or sending explicit messages.
2. **Bullying:** Repeated offensive, intimidating, malicious or insulting behaviour, abuse or misuse of power that undermines, humiliates, or injures the receiver.

Reporting Procedures:

- Employees who believe they have been subjected to or have witnessed any form of sexual harassment or bullying are encouraged to report the incident promptly to their supervisor, manager, or the HR department.
- Confidentiality will be maintained throughout the investigation process to the extent permissible by law and the Company's requirement to investigate the complaint.

Consequences:

- Any employee found to have violated this policy will face disciplinary action, up to and including immediate termination.
- The Company may also take legal action against perpetrators where necessary.

Training and Prevention:

- Lindacare Ltd commits to providing regular training sessions for all employees on recognising, preventing, and addressing sexual harassment and bullying in the workplace.
- We actively foster a culture of open communication where employees feel safe to voice concerns without fear of retaliation.

Support for Victims:

- Lindacare Ltd ensures that any employee who reports an incident, or is a victim of sexual harassment or bullying, receives the necessary support, counselling, or external referrals as required.



Review: This policy will be reviewed annually or as deemed necessary. Feedback from employees will be considered during the review process to ensure the policy's effectiveness.