Three Counties Academy Trust

Sexual Harassment Policy

#HR43

Last amended 2nd October 2026 (v1.0)

Policy lifespan: As determined by Hoople HR. Subject to annual compliance check. Next full review 1st October 2027.

Statement of intent

Three Counties Academy Trust (TCAT) is committed to ensuring that every member of our community, staff, volunteers, Trustees and Local Governors, pupils, parents, and visitors, can work, learn, and interact in an environment that is safe, respectful, and free from any form of sexual harassment. By adopting the Hoople Sexual Harassment Policy for all Categories of Schools (HR032) in full, TCAT reinforces its zero-tolerance stance towards sexual harassment in all its forms and commits to implementing clear, consistent, and fair procedures to prevent, address, and resolve such behaviour.

We recognise sexual harassment as not only unacceptable but unlawful under the Equality Act 2010. It undermines dignity, damages trust, and can cause significant emotional, psychological, and physical harm. TCAT affirms that no member of our workforce should have to tolerate harassment from colleagues, pupils, parents, carers, contractors, or any third party connected to TCAT. This policy will be applied consistently across all of our academies, ensuring alignment with statutory requirements, ACAS guidance, and best practice principles.

Our intention is to foster a culture of respect and accountability where all individuals understand their responsibilities. Leaders, Trustees and Local Governors, and line managers will ensure staff are aware of what constitutes sexual harassment, how to report concerns, and the support available to them. All complaints will be taken seriously and dealt with swiftly, sensitively, and objectively, whether raised informally or through the formal process outlined in the Hoople policy.

Prevention is central to our approach. We will:

- Provide regular and relevant training to all staff Trustees and Local Governors, equipping them to recognise, challenge, and report inappropriate behaviour
- Maintain and review sexual harassment risk assessments in each academy, with actions taken to reduce or eliminate identified risks
- Promote awareness of our reporting procedures and support networks, ensuring all staff feel safe and empowered to come forward
- Incorporate reminders about this policy into staff briefings, appraisal discussions, and wellbeing initiatives

Support for those affected will be proactive and compassionate, recognising the potential impact on mental and physical health. TCAT will signpost individuals to internal and external support services, protect them from victimisation, and take steps to safeguard their wellbeing during and after any investigation. We also acknowledge that those accused, witnesses, and bystanders may also need appropriate support.

Monitoring and evaluation will be ongoing. We will record incidents (formal and informal), review themes and trends, and assess the effectiveness of our actions. Outcomes from these reviews will inform improvements to policy implementation, training provision, and preventative measures.

Through the consistent and rigorous application of the Hoople Sexual Harassment Policy for all Categories of Schools (HR032), TCAT will uphold its duty of care, meet its legal obligations, and maintain its reputation as a responsible and supportive employer. We are determined to ensure that all members of the TCAT community are treated with dignity and respect and can participate fully and confidently in all aspects of academy life, free from the threat or experience of sexual harassment.

To that effect, we subscribe to and use the Sexual Harassment Policy for all Categories of Schools (HR032) as set out by our HR partners Hoople and used across the county of Herefordshire. The latest version of this policy will be the version used if and when need arises.

The latest Sexual Harassment Policy for all Categories of Schools (HR032) can be obtained on request from the TCAT Central Team or from the Headteacher/Head of School and is the full and unabridged version as ratified by Hoople and adopted by the TCAT Trust Board.

Please note, where Hoople can at times have not ratified a new version of a policy before their planned review date, we will always use the latest version available, even where that may fall outside date scope until Hoople have approved a replacement.