

Noochoon Workplace Policy

Noochoon is a micro-business. Nonetheless, as the over-arching company for Jane Lane Piano, Mersey Repurposing and Audiostuff (trading names), we take our workplace policies very seriously.

1.0 Introduction

- 1.1 Noochoon is committed to fostering a safe, inclusive environment where all members of our community feel welcomed, respected, and treated fairly. We celebrate diversity and are committed to providing equal opportunities for everyone.
- 1.2 One aspect to protecting our people is seeking to eradicate bullying and harassment at work and developing a positive culture.

2.0 Scope

- 2.1 We expect everyone in our work community to be treated and to treat each other with dignity and respect and to comply with the [Equality Act 2010](#), and [Worker Protection \(Amendment of Equality Act 2010\) Act 2023](#) alongside other relevant legislation including the [Public Sector Equality Duty](#).
- 2.2 This policy also applies to others on working or studying under our remit.
- 2.3 This policy should be read in conjunction with other key Noochoon Policies included on this website

3.0 Legal Obligations

- 3.1 We endeavour to act in the spirit of the [Equality Act 2010](#) in prohibiting discrimination and acting to address it where it is brought to our attention

3.2 When acting as an employer, under the Health and Safety Work at Act 1974 Noochoon has a legal responsibility for the health, safety, and welfare of its employees.

3.3 As a teaching environment, we are committed to upholding academic freedom, freedom of expression, and inclusion in line with the Education (No.2) Act 1986 (Section 43). Every individual has the right to freedom of expression within the bounds of the law. This means that neither academic freedom nor freedom of expression can justify bullying, harassment, or any actions that constitute hate incidents or crimes.

4.0 Our Approach

4.1 Noochoon operates a zero-tolerance approach to behaviours of discrimination, harassment (including sexual harassment), bullying and victimisation.

4.2 Noochoon takes complaints of harassment, bullying, discrimination, or victimisation seriously and will thoroughly investigate all reports of inappropriate behaviour and conduct.

5.0 Our commitment to you.

5.1 Noochoon is committed to taking proactive measures to prevent all forms of bullying and harassment, including sexual harassment by the following means:

- All personnel working within the Noochoon community should take regular safeguarding training and subscribe to our diversity-related policies.
- Regular reviews of student and musician progress to ensure all positive actions preventing discrimination are in place.

5.2 We believe that fostering a culture of equality, diversity, and inclusion not only strengthens our organisation but also enhances the wellbeing of our working staff them to perform at their best by being their authentic selves and feeling a genuine sense of belonging. We are dedicated to creating a safe, respectful workplace and cultivating an environment built on dignity and trust, free from discrimination, harassment, bullying, or victimisation.

6.0 What we expect from you

6.1 All members of Noochoon community are responsible for ensuring that they behave in an acceptable manner, showing respect for staff, students and visitors (including third parties) in line with our values.

6.2 Legitimate, reasonable, and constructive criticism of performance or behaviour, or reasonable instructions given to employees or students at Noochoon will not amount to unacceptable behaviour on their own.

7.0 Confidentiality

7.1 As a general principal confidentiality will be agreed and maintained wherever possible during and after any complaint of harassment or bullying.

7.2 There may be situations where confidentiality cannot be kept, and this will be made clear to complainants at the time. For example, if a complainant tells, in confidence, something which puts the health and safety of the complainant or others at risk, this will need to be drawn to Noochoon's attention.

8.0 **Addenda**

8.1 Noochoon takes seriously any complaints of discrimination, harassment, bullying or victimisation. Complainants who make false allegations with mischievous or malicious intent will be dealt with under the relevant disciplinary procedure.

8.2 Noochoon will monitor and review the implementation of this policy.

Review date(s)

January 2026

Future review date

January 2028