

Dealing with inappropriate behaviour: quick guide

Glossary of terms

Inappropriate activity is any behaviour not suitable for the working relationship.

Inappropriate contact is physical contact or touching, not suitable for the time and place.

Forms of contact can include electronic (text, email or social media), written (letters or notes), verbal (by telephone or skype) or face-to-face.

Inappropriate behaviour may be unwanted attention, aggressive or sexual communication, sexual harassment, stalking, act or threat of physical violence or property damage.

Inappropriate sexual behaviour may be personal or sexual comments or jokes, inappropriate touching, sexual propositions, exposure of genitals or masturbation.

Duty of care to yourself

You may be contacted for help or advice about a sexual issue, but it's important to recognise when personal or professional boundaries are not being respected.

Even if you feel a sense of duty to help, it's important to recognise when behaviour or contact has gone beyond a level where you feel comfortable or safe.

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Keep a record