

## Equality, diversity, and inclusion policy

### Introduction

Kidcare4u acknowledges that the quality of life for many people has been eroded by disadvantage and discrimination, and that experience of this is both wide and varied.

People are still discriminated against because of their ethnic origin, gender, disability, age, religion, sexuality, or criminal record.

Kidcare4u also recognises that some people suffer discrimination due to ill health, social exclusion, and other socio-economic factors.

Kidcare4u's purpose for this policy is to work towards bringing discrimination to an end and to improve the quality of life for everyone working with Kidcare4u.

### Policy Statement

The policy's purpose is to:

- provide equality, fairness, and respect for all in our employment, whether temporary, part-time, or full-time
- not unlawfully discriminate because of the Equality Act 2010 protected characteristics of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race (including colour, nationality, and ethnic or national origin), religion or

belief, sex and sexual orientation

- oppose and avoid all forms of unlawful discrimination. This includes in pay and benefits, terms, and conditions of employment, dealing with grievances and discipline, dismissal, redundancy, leave for parents, requests for flexible working, and selection for employment, promotion, training, or other developmental opportunities

The organisation commits to:

- Encourage equality, diversity, and inclusion in the workplace as they are good practice and make business sense
- Create a working environment free of bullying, harassment, victimisation, and unlawful discrimination, promoting dignity and respect for all, and where individual differences and the contributions of all staff are recognised and valued.

This commitment includes training managers and all other employees about their rights and responsibilities under the equality, diversity, and inclusion policy. Responsibilities include staff conducting themselves to help the organisation provide equal opportunities in employment, and prevent bullying, harassment, victimisation and unlawful discrimination.

All staff should understand they, as well as their employer, can be held liable for acts of bullying, harassment, victimisation and unlawful discrimination, in the course of their employment, against fellow employees, customers, suppliers and the public

- Take seriously complaints of bullying, harassment, victimisation and unlawful discrimination by fellow employees, customers, suppliers, visitors, the public and any others in the course of the organisation's work activities.

Such acts will be dealt with as misconduct under the organisation's grievance and/or disciplinary procedures, and appropriate action will be taken. Particularly serious complaints could amount to gross misconduct and lead to dismissal without notice.

Further, sexual harassment may amount to both an employment rights matter and a criminal matter, such as in sexual assault allegations. In addition, harassment under the Protection from Harassment Act 1997 – which is not limited to circumstances where harassment relates to a protected characteristic – is a criminal offence.

- Make opportunities for training, development and progress available to all staff, who will be helped and

encouraged to develop their full potential, so their talents and resources can be fully utilised to maximise the efficiency of the organisation.

- Decisions concerning staff being based on merit (apart from in any necessary and limited exemptions and exceptions allowed under the Equality Act).
- Review employment practices and procedures when necessary to ensure fairness, and also update them and the policy to take account of changes in the law.
- Monitor the make-up of the workforce regarding information such as age, sex, ethnic background, sexual orientation, religion or belief, and disability in encouraging equality, diversity and inclusion, and in meeting the aims and commitments set out in the equality, diversity and inclusion policy.

Monitoring will also include assessing how the equality, diversity and inclusion policy, and any supporting action plan, are working in practice, reviewing them annually, and considering and taking action to address any issues.

## **Working in Partnership with all Sections of the Community**

Kidcare4u aims to:

- Listen and respond to the community's views.
- Provide opportunities for consultation with community groups.
- Encourage and support people to be active in community life.
- Celebrate the variety of lifestyles and cultures within the area.
- Work with others to provide an environment free from discrimination, harassment, and violence.
- Capacity build, support and encourage the volunteers and other partners to become more involved in the work of Kidcare4u.

### **Implementation**

This policy will be endorsed by Kidcare4u Board of Trustees.

This policy will be made available at Kidcare4u and all service users of Kidcare4u will be made aware of this document.

The Equality, Diversity & Inclusion Policy will be integral to other Kidcare4u policies, strategies, and the implementation of the organisation's strategic plan.

The key aim is for Kidcare4u to reflect the community it serves.

This policy will be reviewed by Kidcare4u Board of Trustees and amended if and, when necessary.

Every employee, volunteer and service user are responsible for putting this policy in place. Staff and volunteers will be made aware of the document and key points will be highlighted during their induction.

Kidcare4u and its Board of Trustees will ensure the promotion and implementation of the policy but will not be held responsible for individuals and incidents outside Kidcare4u provisions, events, and remit.

Details of the organisation's complaints, grievance and disciplinary policies and procedures can be found in the organisation's policies & procedures file.

Use of the organisation's grievance and/or disciplinary procedures does not affect an employee's right to make a claim to an employment tribunal within three months of the alleged discrimination.

**Signed:**

**Date:**