



Children North East

Human Resources

Equality, Diversity & Inclusion Policy

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SD21 V1	Issued	Feb 2011	HR Department	Senior Staff	Oct 2013
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EQUALITY, DIVERSITY & INCLUSION

1. INTRODUCTION

1.1 The purpose of this policy is to ensure compliance with the Equality Act 2010, promote equality and diversity for all and not to unlawfully discriminate on grounds of:

- sex
- sexual orientation
- gender reassignment
- race/ethnicity
- marriage and civil partnership
- pregnancy and maternity
- disability
- age
- religion or belief

1.2 These categories are known in the Equality Act 2010 as protected characteristics.

2. PURPOSE

2.1 Children North East is committed to creating a culture in which diversity is valued, equality of opportunity actively promoted and unlawful discrimination is not tolerated.

2.2 Everyone will be treated fairly and with respect. Selection for employment, promotion, training or any other benefit will be on the basis of aptitude and ability. All staff, students and volunteers will be encouraged to develop to their full potential and the talents and resources of the workforce will be fully utilised in the best interests of the organisation.

3. SCOPE

3.1 This policy applies to all job applicants, staff members, students, volunteers, trustees, external partners, suppliers, third parties and children, young people and families.

4. COMMITMENT

4.1 Children North East recognises its responsibility to safeguard the welfare of individuals and promote a working environment free from unlawful discrimination, victimisation, harassment and bullying. Children North East commits to:

- Encourage equality, diversity and inclusion in the workplace.
- Provide a safe environment free from unlawful discrimination in which individual differences and the contributions of all individuals are recognised and valued.
- Ensure all individuals are treated fairly, with dignity and respect.
- Ensure appropriate training, development and progression opportunities are available to all individuals.
- Make decisions concerning staff based on merit (apart from in any necessary and limited exemptions and exceptions allowed under the Equality Act).
- Ensure equal opportunities exist to access services provided by Children North East.
- Take seriously complaints of bullying, harassment, victimisations and unlawful discrimination by fellow employees, trustees, sessional workers, service users, visitors and any others in the course of the charity's work activities.

Further information about victimisation, harassment and bullying can be found in Children North East's Equal Opportunities Policy and advice can also be sought from the HR Department.

5. RESPONSIBILITY

- 5.1 The ultimate responsibility for the implementation of this policy rests with Children North East's Board of Trustees. It is important, however, that measures to eliminate unlawful discrimination and promote diversity and equality of opportunity should be understood and supported by all Children North East staff, students and volunteers.
- 5.2 On joining the organisation, Children North East Trustees, staff, and volunteers will receive information about this policy as part of their induction.
- 5.3 All managers, staff, students and volunteers must ensure that they do not:
- Unlawfully discriminate against anyone.
 - Persuade or pressure another person to unlawfully discriminate.
 - Knowingly aid the organisation to do so.
- 5.4 Individuals can be held personally liable for any act of unlawful discrimination.
- 5.5 Acts of unlawful discrimination are disciplinary offences and will be dealt with under the organisation's Disciplinary Policy. If unlawful discrimination is proven it will constitute gross misconduct and could lead to summary dismissal.
- 5.6 Children North East will comply with and respond to changes in legislation in relation to Equality and Diversity.

6. SERVICE PROVISION

- 6.1 Children North East is committed to equality of opportunity for everyone using its services. The organisation will prioritise its services, notwithstanding contractual requirements, and target its resources to respond to communities and groups in need.
- 6.2 Services are designed and publicised to reflect these commitments and are monitored accordingly. Subject to resources, Children North East will endeavour to provide its services in ways and in premises which are accessible to the communities it seeks to serve.
- 6.3 Any individual or group wishing to make a complaint about any aspect of service provision should follow the procedure outlined in the Children North East's Complaints Policy & Procedure.

7. MONITORING

- 7.1 Specific monitoring data will be collected, collated, analysed and reported by the HR Department on an annual basis to SLT and the Board of Trustees as required for evaluation.

8. INFORMATION

- 8.1 If you would like further information you can contact the HR Department or you can refer to the Equality Human Rights Commission England at <https://www.equalityhumanrights.com/en>

9. STATUS OF THIS PROCEDURE

- 9.1 This procedure does not give contractual rights to individual staff members. Children North East reserves the right to amend this policy at any time and the organisation will publicise any changes to policies or procedures through the management systems.