



Equality and Diversity Policy

Purpose

The purpose of this policy is to:

- Ensure equal treatment, fairness and respect for all clients, employees, and volunteers.
- Oppose and avoid all forms of unlawful discrimination against clients, employees, and volunteers on the grounds of the protected characteristics (Equality Act 2010) 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 (gender) and sexual orientation.
- Oppose and avoid all forms of unlawful discrimination against employees including, but not limited to, pay, conditions of employment, dealing with grievances and discipline, dismissal, redundancy, leave, requests for flexible working, and selection for employment, training, or other developmental opportunities.

It is a fundamental principle held by Amber CPC that all people are equally valued.

Our commitments

Amber CPC are committed to:

- Ensuring that, as far as possible, services are equally accessible and relevant to the needs of different user groups but recognising when to refer to other specialists.
- Creating an environment free of bullying, harassment, victimisation, and unlawful discrimination, promoting dignity and respect for all. We will not discriminate unlawfully against service users (clients) using or seeking to use the services we provide.
- Taking seriously complaints of bullying, harassment, victimisation and unlawful discrimination by fellow employees, clients, suppliers, visitors, the public and any others in the course of the organisation's activities (see Complaints Policy).

- Dealing with any such acts as misconduct under the organisation's grievance and/or disciplinary policies.
- Using appropriate recruitment and employment practices and procedures to ensure fairness and reviewing these when necessary to consider changes in the law.
- Making decisions concerning employees based on merit (apart from any necessary and limited exemptions and exceptions allowed under the Equality Act).
- Making opportunities for training, development, and progress available to all employees and volunteers.

Amber CPC will work with their employees and volunteers to:

- Promote understanding and harmony between people, including increasing awareness of other cultural norms and practices.
- Identify and process their own unrecognised prejudices, and learn to bracket any beliefs, prejudices and stereotypes, with a view to minimising any negative impact they may have on the work with clients.
- Eliminate discrimination and harassment against any group or individual, working alongside other organisations.
- Continuously monitor the effectiveness of what we do in the areas of equality and diversity and seek to improve our performance.

All volunteers and employees are responsible for supporting the organisation in meeting its commitments and avoiding unlawful discrimination.

Procedures

If, as an employee, volunteer, or client, you believe that you have been discriminated against, you should report this under our Grievance Policy.

Acts of discrimination, harassment, bullying or victimisation against employees, volunteers and clients are disciplinary offences and will be dealt with under our Disciplinary Policy.