



## **Hill End Equalities and Diversity Policy and Commitment**

This document sets out our policy in respect of equalities and diversity issues, our commitment to promoting equalities for all people and valuing positive attitudes towards diversity in all that we do. We believe that it is right to combat any form of unfair discrimination against any individual or group from any section of our community.

It is against the law to discriminate against anyone because of:

- Age
- Gender reassignment
- Being married or in a civil partnership
- Being pregnant or on maternity leave
- Disability
- Race (including colour, nationality, ethnic or national origin)
- Religion or belief
- Sex
- Sexual orientation

The Trust will 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
- selection for employment, promotion, training or other developmental opportunities

We are committed to addressing and removing policies, processes and procedures, practices and behaviours within the Trust that support discrimination or fails to promote equality.

## **Statement of Intent**

1. Hill End Trust recognises that in our society power is not held equally, and that groups and individuals have been and continue to be discriminated against on many grounds, including race, gender, age, disability, sexual orientation, religion, marital status, and where they live.
2. Hill End Trust also recognises that where direct or indirect discrimination occurs it is both morally and legally unacceptable, and is in direct contradiction of the Hill End Trust's ambition to provide opportunities for all those who use our site.
3. The purpose of the Equalities and Diversity Policy and Commitment is to set out clearly and fully the positive action the Hill End Trust intends to take to combat direct and indirect discrimination in employment policy, the management of the organisation, the services it provides to members of the community and in its relationships with other bodies and individuals.
4. In adopting this Policy and Commitment, the Hill End Trust is also making an unequivocal commitment to implementing it, with the aim of ensuring that equal opportunities becomes a reality.
5. The Hill End Trust also commits itself to encouraging groups using the site to adopt an equalities and diversity policy.

## **Code of conduct**

We aim to treat all people with dignity and respect regardless of age, disability, gender, race, religion or belief or sexual orientation.

We aim at all times to value and respect people's feelings.

We aim to be an organisation that has inclusive recruitment and retention practices.

### *Our priorities*

1. We aim to create an organisation that is inclusive and promotes diversity and equality throughout its activities.
2. We aim to create attitudes and a culture within the organisation that encourages all employees and Trustees to challenge any language, attitude or action that may cause offence or discrimination, or that is derogatory, racist or sexist.
3. We will challenge any harassment, abuse or intimidation of any person. Any such incident will be taken seriously and if the individual does not accept that the challenge is valid and recognise it was wrong, and apologise, then that person will be suspended from using the Hill End facilities until such time as he or she can appear before the Trustees. If the incident involves a member of staff, disciplinary action will be taken in accordance with the organisation's procedures.

### **To support this code of conduct:**

1. We will provide training directly or indirectly for staff and Trustees to enable them to be confident in challenging bad practice and recognising the benefits of promoting diversity and equality in all situations.
2. We will ensure that those responsible for recruiting staff are fully aware of good recruitment practice, seeking to positively promote diversity and equality, including appropriate advertising of

vacancies, suitable standards for application forms, short-listing and interviewing, monitoring the diversity of applicants, taking up references, checking their entitlement to work and, as appropriate, checking up-to-date personal specifications for each post.

3. We will seek to increase the information about accessibility for people who use our services.

The Hill End Trust recognises that the site may not be fully accessible, but the organisation will undertake regular reviews to ensure the site is as accessible as possible for all staff and people who use it.

We will seek to maximise opportunities to listen to and learn from the experiences of people who use our services.

The process for challenging discriminatory comments or behaviour will be the same as for reporting other concerns and complaints - firstly to the Chief Operating Officer and then to a Trustee who will investigate and if necessary bring the matter to the attention of the full committee. If the matter concerns a member of the staff the disciplinary / grievance policy will be applied as necessary.

**In addition, Hill End will**

1. Publish this policy on the Hill End website.
2. Display the Hill End Trust Equal Opportunities statement (attached) in a prominent position.
3. Undertake a review at regular intervals to ensure that the site remains as accessible as possible for all users – having no unnecessary obstructions, clear signing, and a general positive approach from staff and volunteers.
4. Undertake to seek views from users regarding the accessibility of the site and where possible address the issues.

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Version 3

Agreed at the Hill End Trustees' Meeting, April 2022



## **Hill End Equal Opportunities Statement**

1. The Hill End Trust recognises that in our society power is not held equally, and that groups and individuals have been, and continue to be, discriminated against on many grounds, including race, gender, age, disability, sexual orientation, class, religion, marital status, and where they live.
  2. The Hill End Trust also recognises that where direct or indirect discrimination occurs it is both morally and legally unacceptable, and is in direct contradiction of Trust's constitutional commitment to serve the whole community.
  3. The Hill End Trust has agreed an Equalities and Diversity Policy and Commitment in a document that sets out clearly and fully the positive action the Trust intends to take to combat direct and indirect discrimination in employment policy, management of the organisation, and the services it provides to community and in its relationships with other bodies and individuals.
  4. In adopting this Policy and Commitment, the Hill End Trust is also making an unequivocal commitment to implementing it, with the aim of ensuring equal opportunities.
  5. We aim to create an organisation that is inclusive and promotes diversity and equality throughout its activities and organisation. We aim to create attitudes and a culture within the Trust that encourages all members to challenge any language, attitude or action that may cause offence or discrimination, or that is derogatory, racist or sexist.
  6. We will challenge any harassment, abuse or intimidation of any person.
  7. The Hill End Trust also commits itself to encouraging groups using the site to adopt an equalities and diversity policy.
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