

Equal Opportunities Policy & Procedures

1. POLICY

This policy applies to all Feltham Hira Association's Trustees, staff, volunteers, management committee members, users and the general public.

This policy was prepared in line with requirements laid down in the Equalities Act 2010;

<https://www.legislation.gov.uk/ukpga/2010/15/contents>

<https://www.equalityhumanrights.com/en/advice-and-guidance/your-rights-under-equality-act-2010>

<https://www.equalityhumanrights.com/en/publication-download/equal-pay-statutory-code-practice>

Note: the Equalities Act replaced the Sex Discrimination Act 1975 and the Race Relations Act 1976 and supplements the Equal Pay Act 1970

<https://www.legislation.gov.uk/ukpga/1970/41/enacted>

and is committed to complying with the Equalities Act 2010 with such other Acts and statutory requirements furthering equality of opportunity for all as also apply to its charitable activities.

2. Commitment

Equality and diversity are central to the work of Feltham Hira Association (FHA).

FHA will treat all people with dignity and respect, valuing the diversity of all. It will promote equality of opportunity and diversity. It will eliminate all forms of discrimination on grounds of race, gender, marital status, caring responsibilities, disability, gender re-assignment, age, social class, sexual orientation, religion/belief, irrelevant offending background or any other factor irrelevant to the purpose in view.

It will tackle social exclusion, inequality, discrimination and disadvantage.

For this policy to be successful, it is essential that everyone is committed to and involved in its delivery. FHA's goal is to work towards a just society free from

discrimination, harassment and prejudice. FHA aims to embed this in all its policies, procedures, day-to-day practices and external relationships.

3. Aims

FHA aims to:

- Provide services that are accessible according to need;
- Promote equality of opportunity and diversity in volunteering, employment and development;
- Create effective partnerships with all parts of our community.

4. Objectives

FHA's objective is to realise its standards by:

- Sustaining, regularly evaluating and continually improving its services to ensure equality and diversity principles and best practice are embedded in our performance to meet the needs of individuals and groups;
- Working together with the community to provide accessible and relevant service provision that responds to service users' needs;
- Ensuring staff, volunteers and trustees are representative of the community served and the employment policies are fair and robust;
- Responding to volunteer's & employees' needs and encouraging their development to increase their contribution to effective service delivery;
- Recognising and valuing the differences and individual contribution that all people make to The Charity;
- Challenging discrimination;
- Providing fair resource allocation;
- Being accountable.

5. Why have this policy?

FHA recognises respects and values diversity in its Trustees, employees, volunteers and service users of its activities.

FHA has this policy because it is a people-led organisation that must always ensure it meets the needs of the community through fair and appropriate employment and development of the people who work and volunteer for FHA.

6. PROCEDURES

6.1. Responsibility for Implementation

This policy covers the behaviour of all people employed or volunteering with FHA or using its services and sets out the way they can expect to be treated in turn by The Charity. The overall responsibility for ensuring adherence to and implementation of this policy lies with the Trustees, staff, volunteers and the management committee.

6.2. Method of Implementation

FHA intends to implement this policy by:

- Ensuring that it is a condition of paid employment with FHA;
- Ensuring that Trustees, Management committee, volunteers and users are made aware, understand, agree with, and are willing to implement, this policy. All staff and volunteers will be given a copy of this policy as part of their induction;
- Actively encouraging Trustees, staff, management committee and volunteers to participate in anti-discriminatory training, and making time and resources available for such training;
- Monitoring the services, publicity and events provided by FHA, to ensure that they are accessible to all sections of the population and do not discriminate and taking active steps to ensure that participation is representative.

6.3. Monitoring and Reviewing

FHA has declared its commitment to establishing, developing, implementing and reviewing a policy of equality of opportunity. Effective record keeping and monitoring, and acting on information gathered, are essential in order to measure effectiveness and plan progress. The management committee will review the policy annually.