



Human Resources Manual

Subject: Equality and Diversity Policy Statement
Document Number: Section 08.01
Issue: 8
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Life believes and recognises that the diversity of its workforce, clients and volunteers should be valued and respected. Our objective is to create a working and living environment in which there is no unlawful discrimination and all decisions are based on merit.

We will provide a framework for all charity employees to understand and deliver their responsibilities and a mechanism for monitoring our performance and outcomes. Life will produce a Single Equality Scheme to demonstrate how the policy is translated into a working document.

We commit to:

- Ensuring our policy, strategy and the legal context on equality and diversity are consistently understood by our clients, volunteers, staff and other stakeholders
- Demonstrating clear leadership and good governance on issues of equality and diversity
- Having a board and staff structure which reflects the community we serve and understands issues of diversity
- Understanding and integrating the key equality and diversity issues in our key service developments
- Having a comprehensive understanding of our future and current client base
- Ensuring fair and equal access to all our services
- Enabling clients from all diverse communities to be involved in our work to the level they desire
- Taking fast and effective action to deal with harassment and offer appropriate suitable support to those suffering from harassment
- Seeking to promote community cohesion and social inclusion by understanding and working with the full range of community organisations

Anyone associated with Life and its services has a responsibility to ensure that their actions comply with both the requirements and the essence of the policy.

We endeavour to provide awareness and support to help staff fulfil their responsibilities for the implementation of the Equality & Diversity Policy.

Despite equality & diversity being the responsibility of all within the organisation, the ultimate responsibility of this policy and its enforcement is that of:

Name: Jonathan Wright

Position: Chair of the Trustees

Signed

Date: 28/09/2020

All HR procedures will be monitored on a regular basis to ensure that the Equality & Diversity Policy is being maintained. This process will be conducted by the person fulfilling the position at time of review. As a result, this policy and its subsections are liable to change at any time to ensure our commitment to equal opportunities for all.