Equality and Diversity Policy

Objective: Chesham Youth Centre ("CYC") is committed to being representative of the community that it seeks to serve and actively works towards demonstrating this representation amongst the Directors, Trustees, Staff and Volunteers.
We are committed to promoting equality and diversity. We strive for a culture that actively values difference and recognises that people from different backgrounds and experiences can bring valuable insights to its activities. CYC pro-actively tackles and seeks to eliminate discrimination at all levels.

1 Introduction
1.1 CYC aims to be an inclusive organisation, dedicated to providing equal opportunities and access throughout employment, our services and facilities. This includes in the recruitment, training and development of employees, directors, trustees and volunteers, and the promotion and access to the centre for groups, users and hirers.

1.2 . We are committed to equality of opportunity and to providing services and following practices which are free from discrimination. The aim of this policy is to ensure that no-one receives less favourable treatment on the grounds of age, disability, gender reassignment, marriage or civil partnership, pregnancy or maternity, race, religion or belief, sex or sexual orientation, medical condition, offending past, caring responsibilities or social class, or is disadvantaged by conditions or requirements which cannot be shown to be relevant to employment, performance, volunteering, services and/or facilities use. See Appendix 1

1.3 We value people as individuals with diverse opinions, cultures, lifestyles and circumstances. All employees, directors, trustees, volunteers, hirers and users are covered by this policy, and it applies to all areas of employment. These areas are monitored, and policies and practices will be amended, if necessary, to ensure that no unfair or unlawful discrimination, intentional, unintentional, direct or indirect, overt or latent exists. It seeks also to ensure that no person is victimised or subjected to any form of bullying or harassment.

2. **Responsibilities**
2.1 The Board is responsible for implementing and monitoring the Equality and Diversity Policy. Equality of opportunity, valuing diversity and compliance with the law is to the benefit of all individuals, and, as part of this process, all policies and procedures are administered with the objective of promoting equality of opportunity and eliminating unfair or unlawful discrimination. We expect everyone who is involved, engaged or in contact with the Chesham Youth Centre will be treated fairly and with respect.

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2.2 As an employer we are committed to creating an environment in which individual differences and the contributions of our staff are recognised and valued. We will keep all our employment practices and procedures under review to ensure fairness. All staff are required to ensure their behaviour is consistent with this policy. No form of intimidation, bullying or harassment will be tolerated.

2.3 As a service provider we are committed to providing services equally and to which all clients are entitled regardless of age, disability, gender reassignment, marriage or civil partnership, pregnancy or maternity, race, religion or belief, sex or sexual orientation, offending past, caring responsibilities or social class; or any other recognised 'protected characteristic'.

2.4 We have clear procedures that enable our employees, job candidates, volunteers, hirers and users to raise a grievance or make a complaint if they feel they have been unfairly treated.

2.5 CYC aims to abide by and promote equality legislation by following both the letter and the spirit of the law to avoid unjustified discrimination, recognising that discrimination is a barrier to equality of opportunity, inclusion and human rights.

3 Dealing with discrimination and harassment

3.1 Should anyone within or using the CYC feel they have been discriminated against or harassed they should raise the matter with the Chair or a Trustee, as appropriate, who will investigate. Breaches of our Equality and Diversity Policy will be regarded as misconduct and could lead to disciplinary proceedings. A decision to exclude a person from CYC due to discriminatory or harassing behaviour will be made by the Board following full investigation and representation.

3.2 CYC will provide adequate and appropriate resources to implement this policy and will ensure it is communicated and understood.

4 Overarching Commitment

CYC is committed to :

- understanding, valuing and working with equality and diversity to enable fair and full participation in our work
- ensuring that there is no unjustified discrimination in its recruitment, selection and other processes and engagements
- ensuring action that promotes equality of opportunity, including conducting equality screening and impact assessments of policies and functions and progressing diversity action plans
- treating individuals with whom we work fairly and with dignity and respect • playing its part in removing barriers and redressing imbalances caused by inequality and discrimination.

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Appendix 1

CYC Policy position with regards

Age
We will:
- ensure that people of all ages are treated with respect and dignity;
- ensure that people are given equal access to our employment, training, development and promotion opportunities; and
- challenge discriminatory assumptions about younger and older people.

DISABILITY
We will:
- provide any reasonable adjustments to ensure disabled people have access to our services and employment opportunities;
- challenge discriminatory assumptions about disabled people; and
- seek to continue to improve access to information by ensuring availability of loop systems, braille facilities, alternative formatting and sign language interpretation.

RACE
We will:
- challenge racism wherever it occurs;
- respond swiftly and sensitively to racist incidents; and
- actively promote race equality in the Company.

GENDER
We will:
- challenge discriminatory assumptions about gender;
- take positive action to redress the negative effects of discrimination against everyone;
- offer equal access for everyone to representation, services, employment, training and pay and encourage other organisations to do the same; and
- provide support to prevent discrimination against transgender people who have or who are about to undergo gender reassignment.

SEXUAL ORIENTATION
We will:
- ensure that we take account of the needs of everyone, including the LGBTQ+ communities; and
- promote positive images of the LGBTQ+ communities.

RELIGION OR BELIEF
We will:
- ensure that employees' religion or beliefs and related observances are respected and accommodated wherever possible; and
- respect people's beliefs where the expression of those beliefs does not impinge on the legitimate rights of others.

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PREGNANCY OR MATERNITY
We will:

- Ensure that people are treated with respect and dignity during pregnancy and during maternity leave;
- challenge discriminatory assumptions about pregnancy and maternity leave; and
- ensure that no individual is disadvantaged as a result of pregnancy or maternity leave and that we take account of the needs of our employees during pregnancy and during maternity leave.

MARRIAGE OR CIVIL PARTNERSHIP
We will:

- Ensure that people are treated with respect and dignity and that a positive image is promoted regardless of marriage or civil partnership;
- challenge discriminatory assumptions about the marriage or civil partnership of our employees; and
- ensure that no individual is disadvantaged as a result of their marriage or civil partnership status.

EQUAL PAY
We will:

- ensure that all employees have the right to the same contractual pay and benefits for carrying out the same work, work rated as equivalent work or work of equal value.

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