

OPTIONS FOR LIFE

EQUALITY & DIVERSITY **POLICY**

Options for Life believes all people have the right to be treated fairly and with respect, and is therefore committed to eliminating discrimination, promoting equality of opportunity and promoting positive relations between different groups, both in the provision of services and as an employer.

Options for Life's commitment will:

- comply with all relevant legislation.
- ensure that sufficient resources are made available to achieve high standards in our work on equality and diversity.
- apply the principles of this policy and the Equality & Diversity scheme to potential new staff, volunteers and service users.
- inform all staff, volunteers and service users of their responsibilities in promoting and nurturing equality and diversity at all levels within the organisation.
- ensure that the organisation's commitment to equality and diversity is made explicit in contracts and partnerships with external organisations.
- bring the provisions of this policy and the Equality & Diversity scheme to the attention of local organisations and the general public.
- ensure that every member of staff and volunteer realises their entitlement to a working environment that promotes dignity and respect to all.
- ensure that no form of intimidation, bullying or harassment is tolerated.
- ensure that training, development and progression opportunities are available to all staff and volunteers.
- ensure that all of the organisations key policies, procedures and practices do not disadvantage groups or individuals.
- reserve the right not to purchase goods and services from organisations and agencies whose activities are contrary to the principles outlined in this policy and the Equality & Diversity scheme.
- ensure that all contracts with partner organisations include appropriate clauses relating to equality and diversity.
- where necessary, take positive action to ensure the organisation's commitment to equality and diversity is met.
- monitor and review all of our employment and volunteering policies and procedures and fair access procedures annually to ensure fairness.

All staff and volunteers will be made aware of this policy and the Equality & Diversity scheme at induction, and as part of the organisational training plan. Where appropriate, training may also be offered to service users.

Disciplinary action will be taken against any members of staff who do not comply with this policy and the Equality & Diversity scheme. Appropriate action will also be taken in the case of any volunteers, service users or other persons who do not comply with this policy and the Equality & Diversity scheme.

This policy was approved and endorsed by the Board of Trustees on 16th November 2009, with next review due on 16th November 2010.

Related documents

Options for Life's Equality & Diversity scheme

