

Monday, 03 April 2023

## Equal Opportunities Policy & Procedures



Phoenix Youth Provision

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## Introduction

Phoenix Youth Provision (The Charity) accepts that in society certain groups or individuals are denied equality on the grounds of race, gender, marital status, caring responsibilities, disability, gender re-assignment, age, social class, sexual orientation and religion/belief or any other factor irrelevant to the purpose in view.

## Policy

This policy applies to all Directors, Advisory Board, staff, volunteers, users, and the general public.

## Commitment

Equality and diversity are central to the work of The Charity.

The Charity will:

- Treat all people with dignity and respect, valuing the diversity of all.
- Promote equality of opportunity and diversity.
- 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.
- 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. The Charity's goal is to work towards a just society free from discrimination, harassment, and prejudice. The Charity aims to embed this in all its policies, procedures, day-to-day practices, and external relationships.

## Aims

The Charity 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.

## Objectives

The Charity'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 Committee are representative of the community served and the employment policies are fair and robust.
- Responding to volunteer's and 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.

## Why have this policy?

The Charity recognises, respects and values diversity in its Directors, Advisory Board, staff, volunteers, and service users.

The Charity 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 The Charity.

## Procedures

### Responsibility for Implementation

This policy covers the behaviour of all people employed or volunteering in The Charity or using the 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 Committee, staff, and the management committee.

## Method of Implementation

The Charity intends to implement this policy by:

- Ensuring that it is a condition of paid employment in The Charity.
- Ensuring that Directors, Advisory Board, staff, and 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 Directors, staff, Advisory Board, 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 The Charity, 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.

## Monitoring and Reviewing

The Charity 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 Directors will review the policy annually.

Signed: **Peter J Bibb**

Chairman Phoenix Youth Provision

Date: 6<sup>th</sup> April 2023

Date of Review: April 2023