



YOUNG LEWISHAM PROJECT (WORKSHOP)

EQUALITY AND DIVERSITY POLICY

September 2018

Statement of Intent

Young Lewisham Project is committed to the promotion of equality and diversity throughout all its activities and will work to ensure that the services provided and its employment practices do not discriminate against any person regardless of their race, gender, disability, age, sexual orientation, gender re-assignment, religion/belief, colour, marital status, nationality, ethnic or national origin or union membership status.

Young Lewisham project does not discriminate pregnant women and adopting parents and adheres to all current legislation. We have maternity leave and shared parental policies in place that outline all terms and conditions relating to this area.

The Management Committee, every employee, volunteer and user of the Young Lewisham Project has the responsibility to comply with this policy and to treat all involved in the Project with dignity and respect.

Objectives

1 This Statement will be made available to every:

Member of staff

Volunteer

User

Management Committee member

All individuals and organisations applying to use the Project

All staff, volunteers and Management Committee members will, where appropriate, receive training in effective implementation of this policy.

2 The collection of ethnic and gender data will be used to review the composition of the Management Committee, staff and volunteers and users.

We will actively seek to find members of the Management Committee, staff and volunteers from the ethnic groups which reflect the users.

- 3 The recruitment process will reflect this policy.
- 4 The premises will be as accessible as possible to all to meet the requirements of current legislation (Equality Act 2010) within the constraints and the availability of funds. Where compliance would require significant expenditure appropriate grant aid will be requested.
- 5 The services provided by the Young Lewisham Project to our users will be made available to all who fall within the appropriate client group.
- 6 All complaints will be treated seriously and without unjustified delay. Staff complaints will comply with the procedures laid down in the contract of employment. All other complaints will be dealt with in accordance with the Complaints Procedure.
- 7 Users of the Young Lewisham Project will be involved in the decision making processes as far as possible.

Implementation Plan

1 (a) The implementation of the Equality and Diversity Policy will be monitored and reviewed by the Management Committee on a regular basis.

(b) The Policy will be a regular item on the agenda of staff meetings.

(c) The Policy will form part of the user induction programme.

- 2 The premises are reviewed annually to check accessibility for disabled users bearing in mind current regulations (Equality Act 2010) and the nature of our work.
- 3 The recruitment guidelines and method of recruitment will be reviewed to ensure that they reflect the Equality and Diversity Policy. The Management Committee will ensure that the guidelines are adhered to.
- 4 A review of current publicity of services provided and referral methods for groups and individuals is to be carried out regularly.
- 5 User meetings will take place at least once a term. A review of user involvement will take place once a term.
- 6 This Policy will be reviewed by the Management Committee every two years. The next review date is December 2020.