



Equality and Diversity Policy

Scope of policy: All Employees and Apprentices

Last Review date: Approved by:

Senior Leadership Team/Trustees Feb 2022

Next Review Date:

February 2023

1. Our aim

In carrying out its functions as a charity, inspire+ is committed to promoting equality of opportunity for all, and to ensure that no individual is discriminated against in the planning and delivery of any of our activities. We therefore aim to ensure that the values of equality, diversity, and respect for all are embedded into everything that we do.

2. About our policy

This policy is intended to demonstrate the commitment of inspire+ to eliminating discrimination and encouraging and valuing diversity among staff, apprentices, volunteers, partners, suppliers, users of our services and trustees.

We recognise our responsibilities under the Equality Act 2010, and are committed to meeting them in full. We believe in a culture that embraces equality and values diversity will help us to ensure that everyone feels involved and included in our plans, programmes and activities.

We aim to create an environment which respects and welcomes everyone, and in which no form of bullying, harassment, disrespectful or discriminatory behaviour is tolerated by anyone towards anyone. This particularly applies in relation to the 'protected characteristics' named in the Equality Act 2010:

Age, disability, gender reassignment, income, marriage or civil partnership status, pregnancy and maternity, race, religion or belief, sex and sexual orientation, (see below for explanations).

As an organisation which delivers services for public authorities, the Charity is aware of the requirements of the Public Sector Equality Duty and is guided by its three 'aims'.

3. Our responsibilities

Inspire+ understands that for equality to be achieved this policy needs to be made understandable to, promoted to, and embraced by staff, apprentices, volunteers, suppliers, partners, residents, users of our services and trustees.

The policy is fully supported and welcomed by all employees and has been agreed by our Board of Trustees and reviewed annually.

All staff, apprentices, volunteers, suppliers, partners and trustees have a responsibility to ensure that their own language and actions are consistent with the spirit as well as the contents of this policy.

Overall responsibility for the implementation of this policy lies with Inspire+ Chief Executive Officer.

4. Our commitments

Inspire+ recognises that an Equality and Diversity Policy alone is not enough to ensure that equality and diversity are central to everything that we do.

We will seek to create an environment in which diversity and the contributions of all staff, volunteers, suppliers, partners, users of our services and trustees are recognised and valued in all that we do.

In introducing this policy, we recognise that many people are unfamiliar with the ways in which discrimination and disadvantage affect people's health, well-being and quality of life. We will therefore support people to develop equalities awareness and understanding.

To ensure that we are meeting the aims and the spirit of this policy the Charity will:

- Discuss and review how well we are implementing this policy, and (adjust our practices/develop an action plan) where necessary
- Assess any significant new or revised policies and procedures for their impact on equality
- Embed equality and diversity into our development and improvement plans to promote and ensure engagement towards the policy.
- Ensure our employment practices and procedures are consistent with the aims of this policy by conducting training on equality and diversity issues and how to implement the policy.
- Ensure that the charity has in place a BAME independent complaints officer to ensure that any complaints are swiftly investigated and dealt with according to the Inspire+ code of conduct policy.

5. Creating, maintaining, and promoting a culture of Equality and Diversity at Inspire+

5.1 Employees

All members of staff will be expected to have a good understanding of the Equality and Diversity Policy and will be linked to their appraisal process. During staff induction training this will be shared and staff members will be asked to complete Equality and Diversity CPD training as stated within the Inspire+ CPD policy. Staff will be asked to complete this once every two years. Through continual professional development three times a year this will be revisited regularly.

Regular training will be provided through the appraisal process and include courses such as Unconscious bias in Sport provided by UK Coaching. Visual notice boards in common areas, regular training and will promote Equality and Diversity policy. Training needs will be updated through the charities and employees professional development logs and reflections as outlined within the charities CPD and Training policy.

5.2 Apprentices

Apprentices will receive training during a 2-week induction which will include sessions and activities about equality and diversity. Apprentices will take part in termly sessions focussed on personal development which will include equality and diversity training. This is to ensure that the training is not only delivered at the beginning of their apprenticeships but throughout. During this training the following policy will be revisited and discussed as well as other training focussing on Equality and Diversity.

6. Working with employers, contractors, suppliers and partners

It is important to us that employers, suppliers, contractors and any other individual or organisation working with or on behalf of Inspire+ are aware of and agree to comply with our equality and diversity policy while that work is underway. When working with these groups this policy will be referred to and considered. The Charity may withdraw and cease operating with employers, contractors, suppliers and partners who do not adhere to our high equality and diversity standards. In addition, we are committed to:

- using accessible venues for events and meetings;
- using plain English, and offering accessible communications, for example, emails, letters, reports and publicity materials as far as it is within our means to do so.

7. Recruitment

Inspire+ recognises the importance of safe and effective recruitment procedures to ensure that employees and apprentices are assessed upon application. The charity will provide at least one safer recruitment trained senior leader when recruiting staff and apprentices. Details of this can be found within the recruitment policy. This policy will be considered and referred to during recruitment and probation periods as well as integrating into appraisal cycles.

8. Equality Act 2010 – Explanation of the Protected Characteristics

Age: An age group includes people of the same age and people of a particular range of ages. Where people fall in the same age group they share the protected characteristic of age.

Disability: A person has a disability if they have a physical or mental impairment, and the impairment has a substantial and long-term adverse effect on their ability to carry out normal day-to-day activities.

This section replaces similar provisions in the Disability Discrimination Act 1995 and provisions in secondary legislation made under that Act.

Gender reassignment: A person has the protected characteristic of gender reassignment if the person is proposing to undergo, is undergoing or has undergone a process (or part of a process) for the purpose of reassigning the person's sex by changing physiological or other attributes of sex.

Marriage and civil partnership: A person has the protected characteristic of marriage and civil partnership if the person is married or is a civil partner.

- A person who is engaged to be married is not married and therefore does not have this protected characteristic.
- A divorcee or a person whose civil partnership has been dissolved is not married or in a civil partnership and therefore does not have this protected characteristic.

Race: Race is defined as

- Colour: e.g. includes being black or white.
- Nationality: e.g. includes being a British, Australian or Swiss citizen.

- Ethnic or national origins: e.g. include being from a Roma background or of Chinese heritage. A racial group could be “black Britons” which would encompass those people who are both black and British citizens.

This section replaces similar provisions in the Race Relations Act 1976. However, the power to add caste to the definition of race is a new provision.

Religion or belief: Religion means any religion and a reference to religion includes a reference to a lack of religion.

- A religion must have a clear structure and belief system. Denominations or sects within a religion can be considered to be a religion or belief, such as Protestants and Catholics within Christianity.
- A belief means any religious or philosophical belief and a reference to belief includes a reference to a lack of belief. A “philosophical belief” must
 - Be genuinely held;
 - Be a belief and not an opinion or viewpoint based on the present state of information available;
 - Be a weighty and substantial aspect of human life and behaviour;
 - Attain a certain level of cogency, seriousness, cohesion and importance;
 - Be worthy of respect in a democratic society, compatible with human dignity and not conflict with the fundamental rights of others.

Any cult involved in illegal activities is not covered. Beliefs such as humanism and atheism would be covered.

This section replaces similar provisions in the Employment Equality (Religion or Belief) Regulations 2003 and the Equality Act 2006.

Sex:

- a reference to a person who has a particular protected characteristic is a reference to a man or to a woman;
- a reference to persons who share a protected characteristic is a reference to persons of the same sex.

Sexual orientation: is a person’s sexual orientation towards:

- people of the same sex as him or her (in other words the person is a gay man or a lesbian)
- people of the opposite sex from him or her (the person is heterosexual)
- people of both sexes (the person is bisexual).

The definition is designed to replicate the effect of similar provisions in the Employment Equality (Sexual Orientation) Regulations 2003 and the Equality Act 2006.

Source: Equality Act 2010 and Explanatory Notes to the Equality Act 2010

8. Review and Action

We recognise that it is important for us to regularly review this policy to ensure that it reflects up to date equality legislation and best practice.

A review of our Equality and Diversity Policy will be carried out annually as a minimum and any necessary actions taken.

Signed:

A handwritten signature in blue ink, appearing to be 'V. Brittain', written over a faint, light blue rectangular stamp.

Vincent Brittain, Chief Executive Officer

Next Review Date: **February 2023**