

EQUALITY, DIVERSITY & OPPORTUNITY POLICY

INTRODUCTION AND SCOPE

British Exploring Society is committed to encouraging equality, diversity, and inclusion in our workforce, and to eliminating unlawful discrimination. This policy also covers our commitment to equality of opportunity on our programmes and in all areas of operation as well as all areas of employment.

The aim is for our workforce to be truly representative of all sections of society and of the young people we serve, and for our employees and volunteers to feel respected and able to give their best. Staff will be helped and encouraged to develop their full potential, so that their talents and resources can be fully utilised. The more inclusive we are and the more opportunities we provide, the better we think we'll be at delivering our charitable aims.

RELATED POLICIES

Staff handbook (Complaints, Whistleblowing)

Safeguarding Policy

Anti-Bullying SOP

This policy's purpose is to:

- provide equality, fairness and respect for all in our employment, whether temporary, part-time or full-time;
- ensure that we do not unlawfully discriminate under the definitions of the Equality Act 2010 protected characteristics of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race (including colour, nationality, and ethnic or national origin), religion or belief, sex and sexual orientation;
- oppose and avoid all forms of unlawful discrimination. This includes in pay and benefits, terms and conditions of employment, dealing with grievances and discipline, dismissal, redundancy, leave for parents, requests for flexible working, and selection for employment, promotion, training or other developmental opportunities.

The charity commits to:

- Encouraging equality, diversity and inclusion in the workplace.
- Creating a working environment free of bullying, harassment, victimisation and unlawful discrimination, promoting dignity and respect for all, and where individual differences and the contributions of all staff are recognised and valued.
- Training senior staff, trustees and all other employees about their rights and responsibilities under our Equality, Diversity and Inclusion policy. All staff should understand they, as well as their employer, can be held liable for acts of bullying,

- harassment, victimisation and unlawful discrimination, in the course of their employment, against fellow employees, clients, suppliers and the public.
- Taking seriously complaints of bullying, harassment, victimisation and unlawful discrimination by fellow employees, trustees, volunteers, clients, suppliers, visitors, the public and any other members of our community in the course of the charity's work activities.
- Reviewing employment practices and procedures when necessary to ensure fairness, and updating them and this policy to take account of changes in the law.
- Monitoring - include assessing how this policy, and any supporting action plan, are working in practice, and considering and taking action to address any issues.

The charity will ensure that:

- Entry into employment with the charity and progression within employment will be determined only by personal merit (apart from in any necessary and limited exemptions and exceptions allowed under the Equality Act) and by the application of criteria which are related to the duties and conditions of each post and the needs of the charity.
- All role requirements can be objectively justified and do not indirectly discriminate against any groups of potential employees.
- Equal Opportunities Training is provided for all staff and ensure that staff conduct themselves to help the charity provide equal opportunities in employment, and prevent bullying, harassment, victimisation and unlawful discrimination.
- We make all reasonable adjustments in cases where working arrangements or physical features of our premises cause substantial disadvantage for a person with a disability.
- We provide wherever possible the equipment, facilities and adjustments needed for job applicants and interviewees with disabilities to enable them to participate fairly.
- No member of staff or volunteer will be treated less favourably than another because of their belonging to a protected group.
- If any member of staff or volunteer considers that they are suffering from unlawful discrimination, harassment, or victimisation in their appointment or progression because of belonging to any of the above protected groups, they may make a complaint, which will be dealt with through the agreed procedures for complaints or grievances in our Employee Handbook and/or Anti-Bullying SOP as appropriate.

The charity will promote good practice. It will:

- 1) Subject its policies, procedures, and training to regular review to examine how they affect protected groups and to identify whether they are helping to achieve equality of opportunity.
- 2) Promote an open, inclusive culture and seek regular staff feedback.
- 3) Act wherever possible to support this policy and its aims.
- 4) Publish this policy widely amongst staff, trustees, and volunteers.

Understanding Positive Action

Positive action is range of measures allowed under the Equality Act 2010 which can be lawfully taken to encourage and train people from under-represented groups to help them overcome disadvantages in competing with other applicants for roles in the charity.

The charity will not confuse positive action with positive discrimination, which is unlawful, e.g. the setting of quotas (as opposed to targets, which are lawful) or any form of preferential treatment.

Where positive action is taken to encourage applicants from disadvantaged groups to apply, every applicant will be considered on individual merit and selection for interview and appointment will be based on agreed selection criteria.

The charity acknowledges that the Equality Act 2010 permits reasonable adjustments which may give preferential treatment to an individual with a disability.

OUR CHARITABLE PURPOSE AND THIS POLICY

Our mission and vision commit us to creating the structures and contexts for unlocking potential. We are committed to ensuring that all young people and adults have equality of opportunity in terms of access and outcome throughout all aspects of our programmatic work, although we recognise that equality of opportunity will not deliver equal outcomes for all.

Our approach to tackling inequality includes dealing with issues of self-esteem and self-worth, how our programmes are organised and delivered, their learning content, and the building of social relationships within our programmes and wider community.