

# Brixham Future CIC Equality & Opportunities Policy

## Introduction

The responsibility for ensuring equality and diversity among potential and actual service users, volunteers, members and workers rests ultimately with the Directors and management. The Directors are responsible for the implementation of the policy, its observance, monitoring it on a day-to-day basis and reporting on its operation to the Directors Board. The policy consists of the following: Statement of intent & The Policy.

## Statement of Intent

Brixham Future CIC recognises the evidence from written sources that certain individuals and groups are discriminated against on grounds of disability, race, ethnic origin, culture, socio-economic background, gender, sexuality, religion, creed, marital status and age. The Organisation is committed to working towards eliminating all forms of discrimination both through its own work and through its employment policies and practices.

Recognising that passive policies will not achieve change, Brixham Future CIC will, through regular monitoring of policies and practice, take active steps to combat discrimination.

## The Policy

**Service Provision:** The general public and all our customers must have easy access to information about Brixham Future CIC's services which may involve making materials available where appropriate in a variety of media, e.g. in large print or electronically. In particular, all printed materials will be in a minimum of 10pt type. It is also recognised that the Organisation will not be able to meet all the demands made upon its services. There will be a drawn up and publicly available list of priorities for the service.

It is recognised that there may from time to time be complaints against Volunteers, members of staff or the service. Our literature and website will contain information on how and to whom a complaint may be made.

**Recruitment and Selection:** The Organisation aims to receive the widest response to recruitment of volunteers, staff or Board of Directors. All vacancies will be publicised. The range of publications will reflect the aim of reaching all sections of society. Information sent to potential applicants will include the volunteer or management role description or a job description and a person specification in the case of paid employment and details of the Equality and Diversity Policy. It will be standard practice to supply information in large print when requested.

**Terms and Conditions:** The Board of Directors will endeavour to ensure that volunteers, workers and Board members are not discriminated against through the terms and conditions under which they are have been engaged. Furthermore, Brixham Future CIC recognises that from time to time family and social circumstances may change and consequently that volunteers or workers may need to change their conditions of work. The Organisation will attempt, where circumstances and resources permit, to accommodate the needs of those volunteers and staff in accordance with our established policies.

**Staff Support:** Volunteers and staff are entitled to support from management and the Board. Volunteers and Staff will receive regular supervision.

**Training:** The Organisation recognises that training is an important factor in leading to job achievement and opportunity. Induction training is particularly important and will be made available to all volunteers, staff and Board members. When other needs are identified, every effort will be made to ensure that training is provided.

**Purchasing:** The Organisation will try to ensure that the goods and services it offers are accessible to all groups. It will not knowingly receive or purchase goods and services from agencies which practise discrimination.

**Monitoring:** Regular monitoring and reviews of all procedures will take place from time to time, to check the effectiveness of The Organisation's Equal Opportunity Policy. Staff will be required to report the results of such monitoring to the Board *annually* and to recommend such amendments as are needed to ensure that the Equal Opportunity Policy are effective at all levels of Brixham Future CIC.

