

## Eglise Armee des Vainqueurs (EAV)

### EQUALITY POLICY

#### POLICY STATEMENT

1. Eglise Armee des Vainqueurs (EAV) recognises that discrimination and victimisation is unacceptable and that it is in the interests of the Charity and its members to utilise the skills of the total organisation. It is the aim of the Charity to ensure that no member, volunteer or participant receives less favourable facilities or treatment (either directly or indirectly) in projects or training on grounds of age, disability, gender / gender reassignment, marriage / civil partnership, pregnancy / maternity, race, religion or belief, sex, or sexual orientation (the **protected characteristics**).
2. Our aim is that our members, volunteers and participants will be truly representative of all sections of society and each member, volunteer and participant feels respected and able to give of their best.
3. We oppose all forms of unlawful and unfair discrimination or victimisation. To that end the purpose of this policy is to provide equality and fairness for all our membership and volunteering.
4. All members and volunteers, will be treated fairly and with respect. Selection for training or any other benefit will be on the basis of aptitude and ability. All members and volunteers will be helped and encouraged to develop their full potential and the talents and resources will be fully utilised to maximise the efficiency of the organisation.
5. Our members and volunteers will not discriminate directly or indirectly, or harass participants or community members of age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex, and sexual orientation in the provision of the Charity's goods and services.
6. This policy and the associated arrangements shall operate in accordance with statutory requirements. In addition, full account will be taken of any guidance or Codes of Practice issued by the Equality and Human Rights Commission, any Government Departments, and any other statutory bodies.

#### OUR COMMITMENT

- To create an environment in which individual differences and the contributions of all our members and volunteers are recognised and valued.
- Every member and volunteer is entitled to an environment that promotes dignity and respect to all. No form of intimidation, bullying or harassment will be tolerated.
- Training, development and progression opportunities are available to all.
- To promote equality in the organization which we believe is good management practice and makes sense.
- We will review all our practices and procedures to ensure fairness.
- Breaches of our equality policy will be regarded as misconduct and could lead to disciplinary proceedings.
- This policy is fully supported by the management and trustees' board.
- The policy will be monitored and reviewed regularly.

#### RESPONSIBILITIES OF MANAGEMENT

7. Responsibility for ensuring the effective implementation and operation of the arrangements will rest with the Chair. Trustees / Volunteers will ensure that they operate within this policy and arrangements, and that all reasonable and practical steps are taken to avoid discrimination. Each Trustee and volunteer will ensure that:

- They are aware of the policy and the arrangements, and the reasons for the policy;
  - grievances concerning discrimination are dealt with properly, fairly and as quickly as possible;
  - proper records are maintained.
8. The chair will be responsible for monitoring the operation of the policy in respect of members and volunteers including periodic departmental audits.

## **RESPONSIBILITIES OF MEMBERS, VOLUNTEERS AND TRUSTEES**

9. Responsibility for ensuring that there are no unlawful discrimination rests with all and the attitudes of members and volunteers are crucial to the successful operation of fair practices. In particular, all members should:
- 10.
- comply with the policy and arrangements;
  - not discriminate in their day to day activities or induce others to do so;
  - not victimise, harass or intimidate other staff or groups who have, or are perceived to have one of the protected characteristics.
  - ensure no individual is discriminated against or harassed because of their association with another individual who has a protected characteristic.
  - inform their management if they become aware of any discriminatory practice.

## **THIRD PARTIES**

11. Third-party harassment occurs where a Eglise Armee des Vainqueurs (EAV) member is harassed, and the harassment is related to a protected characteristic. Eglise Armee des Vainqueurs (EAV) will not tolerate such actions against its members, and the member concerned should inform the management trustee's board at once that this has occurred. The Charity will fully investigate and take all reasonable steps to ensure such harassment does not happen again.

## **RELATED POLICIES AND ARRANGEMENTS**

12. All policies and arrangements have a bearing on equality of opportunity. The Charity policies will be reviewed regularly and any identified discriminatory elements removed.

## **RIGHTS OF DISABLED PEOPLE**

13. The Charity attaches particular importance to the needs of disabled people.
14. Under the terms of this policy, management is required to:
- make reasonable adjustment to maintain the services of member and/or volunteer who becomes disabled, for example, training, provision of special equipment. (NB: management/trustee board is expected to seek advice and guidance from external agencies where appropriate to maintain disabled people as members and/or volunteers);
  - include disabled people in training/development programmes;
  - give full and proper consideration to disabled people, having regard to making reasonable adjustments for their particular aptitudes and abilities to allow them to be able to participate.

## **EQUALITY TRAINING**

15. A series of regular briefing sessions will be held for members on equality issues. These will be repeated as necessary. Equality information is also included in induction programmes.
16. Training will be provided for management and trustee board on this policy and the associated arrangements. All will receive training.

## MONITORING

17. The Charity deems it appropriate to state its intention not to discriminate and assumes that this will be translated into practice consistently across the organisation as a whole. Accordingly, a monitoring system will be introduced to measure the effectiveness of the policy and arrangements.
18. The system will involve the routine collection and analysis of information on members and volunteers by gender, marital status, ethnic origin, sexual orientation, religion / beliefs. Information regarding the members who declare themselves as disabled will also be maintained.
19. There will also be regular assessments to measure access to training/development opportunities affect equal opportunities for all groups.
20. We will maintain information on members and volunteers who have been involved in certain key policies: Disciplinary, Grievance and Bullying & Harassment.
21. Where appropriate **equality impact assessments** will be carried out on the results of monitoring to ascertain the effect of the Charity policies and our services may have on those who experience them.
22. The information collected for monitoring purposes will be treated as confidential and it will not be used for any other purpose.
23. If monitoring shows that the Charity, or areas within it, are not representative, then an action plan will be developed to address these issues. Charity policies and practices as well as consideration of taking legal Positive Action will be reviewed.

## GRIEVANCES/DISCIPLINE

24. Members and volunteers have a right to pursue a complaint concerning discrimination or victimisation via the Charity Grievance or Harassment Procedures.
25. Discrimination and victimisation will be treated as disciplinary offences and they will be dealt with under the Charity Disciplinary Procedure.

## REVIEW

26. The effectiveness of this policy and associated arrangements will be reviewed annually under the direct supervision of the Chair and board of trustees.