



## **Equal Opportunities Policy**

***Updated August 2019 by Rachel Burnett Children's Co-ordinator***

***Ratified at Board meeting on 9/10/2019***

Growing Works is firmly committed to diversity in all areas of our work. We believe that we have much to learn and profit from diverse cultures and perspectives, and that diversity will make our organisation more effective in meeting the needs of our stakeholders. This policy is reviewed on an annual basis or in the event of an incident that necessitates need to review the policy.

Growing Works ensures all staff and volunteers comply with the Equality Act 2010 and these commitments, reinforced by our values, are embedded in our day-to-day working practices with all our customers, colleagues and partners. We are committed to developing and maintaining an organisation in which differing ideas, abilities, backgrounds and needs are fostered and valued, and where those with diverse backgrounds and experiences can fully participate. We will regularly monitor our progress in this area.

We aim to ensure that no volunteer, participant, member or organisation to whom we provide services will be discriminated against by us on the grounds of: race, colour, nationality or ethnic origin, gender, gender identity, marital status, sexual orientation, maternity or paternity, caring responsibility, age, physical or mental disability, mental ill health, religion, lack of formal qualifications, class, employment state, trade union membership or unrelated criminal offence.

Growing Works commits to preventing discrimination, overcome challenges and to take active steps to stimulate genuine equality of opportunity. We aim to provide opportunities that appeal to and engage with people from as wide a range of backgrounds and lifestyles as possible.

Active steps include:

- Having paid staff, board of directors and organisational members from as wide a range of people as possible to demonstrate our commitment to diversity.
- Promoting equality of opportunity and diversity within the communities in which we work and with all our partners and workforce.
- Provide support and training to promote an understanding of the diversity within our organization.
- Recognising and valuing the differences and individual contribution that people make.
- Offer training, workshops, activities and growing spaces that enable active inclusion.
- Treating our customers, colleagues and partners fairly and with respect.
- Promoting an environment free from discrimination, bullying and harassment, and tackling behaviour which breaches this.



**Policies & Responsibilities:**

The Project Manager and the board of Directors are responsible for ensuring that this policy is reviewed on an annual basis or where changes in best practice or legal obligations occur.

What constitutes discrimination?

Examples of discrimination might be:

- An employee not being offered a job, training or learning opportunity because they have a disability
- An employee not being considered for promotion because they are a young parent or part time worker
- An employee being demoted because they are pregnant
- Offensive comments or bullying behavior on any discriminatory grounds

This is not an exhaustive list and is intended as a guide only.

**General Considerations:**

All employees and stakeholders working on behalf of or with Growing works have a duty to maintain a working environment which is free from discrimination. Employees and stakeholders must be aware that their actions could be perceived as discriminatory regardless of their intentions. It is therefore very important that they always conduct themselves in an appropriate manner and have regard for the feelings of others in everything that they do or say.

The project manager and any employee responsible for supervising or managing others have an additional responsibility to inform employees and stakeholders about this policy and take steps to eliminate any form of discrimination of which they are aware, plus:

- A responsibility to lead by example
- Take any complaint of discrimination very seriously and deal with it in confidence.
- To ensure that no employee or stakeholders suffers any detriment for making a complaint in good faith.