



## Equality & Diversity Policy

### Aims and scope of the policy

Turtle CYP is committed to eliminating discrimination and encouraging diversity amongst our workforce. Our aim is that our workforce will be truly representative of all sections of society and each employee feels respected and able to give of their best. To that end the purpose of this policy is to provide equality and fairness for all in our employment and not to discriminate on the grounds of gender, marital status, race, ethnic origin, colour, nationality, national origin, disability, sexuality, religion or age. We oppose all forms of unlawful and unfair discrimination.

### Employment & Working Conditions:

- All employees, whether part-time, full-time or temporary, will be treated fairly and with respect.
- Selection for employment, promotion, training or any other benefit will be on the basis of aptitude and ability.
- All employees will be helped and encouraged to develop their full potential and the talents and resources of the workforce will be fully utilised to maximise the efficiency of the organisation
- We expect all staff members and volunteers to treat each other with respect, regardless of personal differences. This will include a working environment where:
  - individuals are judged on the work they do, not on who they are
  - harassment and bullying are not tolerated

VERSION CONTROL MATRIX			
Date:	Version:	Effect:	Due for Review
July 2019	V1	July 2019	June 2021
23/07/2021	V2	23/07/2021	23/07/2023
24/07/2023	V3	24/07/2023	24/07/2025

- If staff feel they are being treated unfairly or being harassed, they may use the grievance procedure, and that their complaint will be dealt with swiftly and with due regard to confidentiality

## Commitments

Managers will:

- Communicate this policy to all employees and volunteers as part of their induction
- Provide free training on equality awareness
- Ensure that breaches of our Equality Policy will be regarded as misconduct and
  - could lead to disciplinary proceedings.
- Regularly review employment policies and procedures to eliminate any discrimination or unnecessary barriers.
- Review this Equalities and Diversity Policy annually.
- Ensure that our recruitment procedures are equitable and comply with the following legislation –Equality Act 2010.

## Challenging discrimination

- Any publicity produced by the organisation will have positive images of its users. We will always use plain English that is appropriate to the target audience.
- If any of the staff team use discriminatory language it is the duty of the rest of the team to challenge their use of language and or attitude.
- Representatives of the organisation will challenge any language or behaviour which could be interpreted as discriminatory.

## Hate Crime

- It is the duty of the committee members and staff team to record all incidents of hate crime on a hate crime form. A copy of the form to be given to the relevant Manager and a copy to be sent to the Partnership Against Hate Crimes. The forms etc can be downloaded from the South Gloucestershire Council website.

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## Empowerment and anti-oppressive practice

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- Empowerment can be defined as enabling service users to take action to improve their lives. From the point of view of service users, practitioners are often in positions of considerable power, particularly where decisions are being made about the delivery of services and around intervention in people's lives.
- To practice empowerment, our staff team will need to focus on working with service users to engage them in the problem-solving process.
- Empowerment is linked with anti-oppressive practice, in that the staff team can work with service users to enable them to overcome barriers to solving problems – whether located in the attitudes and practices of professionals and social institutions (for example, health and education authorities) or in the beliefs of the service user.
- The worker's knowledge of service provision and the law can be critical in empowering service users.
- Anti-oppressive practice is 'about a process of change which leads (service users) from feeling powerless to powerful' (Dalrymple and Burke, 1995).

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## Monitoring

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- When advertising posts we will ensure that we advertise widely to ensure all people have a chance to apply. We will construct a monitoring form to go out with the application packs.
- Electronic records will be kept recording the composition of membership, management committees, service users and employees.
- When holding public meetings, community network meetings we will evaluate at the end who was able to attend and try to identify the gaps and invite a wide audience to the next event.

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