

Company Name: Integrative Supported Living Care

Policy No: 03-1006	Authorised: Pellagia Margolis	Date:15/01/2020
EQUALITY & DIVERSITY POLICY		

POLICY DEFINITION:

Integrative Supported Living Care is an Equal Opportunities Employer, committed to ensuring that the talents and resources of all our employees are utilised to the full. As such, the Organisation is committed to adopting, implementing and monitoring a Policy of Equal Opportunities for all employees to ensure a total absence of discrimination in the work-place and that equal opportunities do genuinely exist. The Organisation aims to provide a service to our service users, and employment conditions for our staff, which are relevant, responsive, sensitive and compliant with the *Equality Act 2010*.

POLICY IMPLEMENTATION:

1. Implementation and management of this Policy is the responsibility of the Domiciliary Care Services Manager. It is the objective of this Policy that there shall be no discrimination towards employees on the grounds of any of the following characteristics, many of which are regarded as 'protective characteristics' listed in Section 4 of the *Equality Act 2010*:
 - race or ethnic origin
 - nationality
 - heritage
 - creed, religion or belief
 - age
 - social class
 - colour
 - political affiliations or beliefs
 - mental and physical disability or impairments
 - mental health status
 - marital status
 - parenthood
 - sexual gender and gender identity, *now including 6 new gender types (refer also to Policy No: 3207 - Transgender Service Users)*:
 - (1) *transgender male* - someone assigned female at birth who "identifies" as male
 - (2) *transgender female* - someone assigned male at birth who "identifies" as female
 - (3) *intersex* - a person whose gender at birth could not be classified as clearly male or female, often having a combination of genitalia
 - (4) *gender non-binary* - an umbrella term that covers any identity that doesn't conform to being male or female
 - (5) *cisgender* - someone whose gender is the same as the sex they were born
 - (6) *transvestite* - a person who dresses in the clothes of the opposite gender, but who doesn't want to live their lives as the opposite gender
 - sexual orientation / LGBTQ (lesbian / gay / bi-sexual / transgender / queer)
 - employment status
 - HIV status
 - commitments as a carer or responsibility for dependents
 - unrelated criminal convictions

2. In this respect, employees with disabilities will only be prohibited from positions where the job duties involve activities that would make it impossible or inherently hazardous to perform. This will be achieved in full compliance with the *Equality Act 2010*.

3. The *Equality Act 2010* protects employee applicants prior to employment, during and after employment has ceased. Therefore, in regards to the employee recruitment and selection process, employment application forms do not include questions concerning race

Company Name: Integrative Supported Living Care

Policy No: 03-1006	Authorised: Pellagia Margolis	Date:15/01/2020
EQUALITY & DIVERSITY POLICY		

or ethnic origin, creed, colour, religion, political affiliation, parenthood or sexual orientation, to eliminate possibilities of discrimination or prejudice prior to interview. Thereafter, employee selection criteria will proceed purely according to the merits and abilities of the candidate to perform the tasks and duties listed in the relevant Job Description. Employee recruitment and selection procedures are regularly reviewed to ensure that the elements of this Policy are maintained.

4. The Organisation provides facilities for any employee who believes that he or she has been treated unfairly within the scope of this Policy to address the matter through a documented and established Grievance Procedure.

5. No employee of the Organisation will be withheld a reference on the basis of their race / ethnic origin, creed, colour, religion, political affiliation, parenthood / sexual orientation or any other characteristic protected by the *Equality Act 2010*, either during or after employment with the Organisation has ceased.

Signature: Pellagia Margolis
(Proprietor / Director)

Date: 15/01/2020_____