



Somerset Art Works (SAW)

Equality & Diversity Policy

Our Commitment:

SAW aims to promote equality of opportunity in our role as an employer, purchaser of goods and services and supplier of goods and services.

In promoting equality of opportunity, we will oppose all forms of discrimination, whether on grounds of disability, gender, ethnicity, sexuality, age, religion, belief, or any other condition or requirement which may place a person or group at a disadvantage.

We believe that all people have the right to be treated with dignity and respect

As an employer, we will:

- Ensure that no employee or job applicant receives less favourable treatment than another on the grounds of disability, gender, ethnicity, sexuality, age, religion or belief.
- Ensure that advertising and recruitment processes are accessible to all sections of society, as part of our commitment to developing a workforce that reflects the community we serve.
- Ensure that objective job-related criteria apply to all of our employment policies and practices. Appointments and promotions will be based on merit, qualification and experience.
- Create and maintain a workplace where all employees are treated with dignity and respect, and where the need to achieve a balance between work and personal/home responsibilities is recognised.
- In recruitment of employees, seek to eliminate any assumptions, preferences or judgements that do not relate to the potential abilities of individuals to perform the required job. This principle will apply to every stage of the recruitment process.
- Ensure equality of opportunity for promotion and advancement. A vital element in this is ensuring equal access to training.
- Ensure that all employees understand and receive appropriate training to promote and encourage equality and diversity.

- Monitor recruitment, promotion and training opportunities and take up, staff absence, harassment, pay, grievances and exit from employment.

As a provider of services/supplier of goods we will:

- Continuously improve services to ensure that they are accessible, provided fairly and meet the complex and diverse needs of the user.
- Integrate equality considerations into everything we do.
- Address any particular obstacles or difficulties identified.
- Ensure that our complaints procedure is accessible to all service users, and that complaints about unfairness and discrimination are treated in a way that does not promote fear of victimisation and/or reprimand.

As a purchaser of goods and services we will:

- Communicate our Equality and Diversity Policy to contractors delivering services on our behalf, and include equality factors in the awarding and monitoring of contracts.

Legal requirements

SAW will comply with all relevant equality based legislation including:

- Equality Act 2010
- Gender Recognition Act 2004

Responsibility for the Equality and Diversity Policy

The Board of Directors has overall responsibility for overseeing the implementation of the Equality and Diversity policy.

All staff are expected to be familiar with the equality of opportunity policy and to conduct themselves in accordance with its requirements. Employees will ensure that

- They treat both members of the public and colleagues with dignity and respect.
- They will not discriminate against, bully, harass or victimise anyone at work.
- They challenge inappropriate behaviour in work situation

Reviewed 21.11.18 (to be reviewed February 2019)