PROMISE works

EQUALITY, DIVERSITY AND INCLUSION POLICY

The Queen's Award for Voluntary Service

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Version History

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Document Owner & Editor

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Editor

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Trustee	Nickie Gething	NG

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Comments	**Date**
In the glossary (Item 6) a link is provided to the government website showing the Equality Act 2010 by Sonja Finely	22 Oct 21
KOD added reference to the need to ensure that we must assure ourselves that the organisations that refer children and young people to PROMISEworks have equally stringent policies	22 Mar 22
RP made some minor textual changes to the first paragraph and 7th bullet point in Section 5.2	29 Mar 22
Edit team replaced with Editor.	17 Oct 24

Equality, Diversity and Inclusion Policy

This policy applies to all trustees, staff, and volunteers.

We see equality, diversity and inclusion as an integral and essential ethos and practice within PROMISE*works*. We will treat all volunteers, employees, contractors and other stakeholders with dignity, fairness and respect. This is regardless of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

We will be inclusive in our practice, acknowledging that individuals can be excluded from our mentoring service for a variety of reasons. The aim of inclusion is to embrace all people irrespective of their identity and resources. It is about giving equal access and opportunities and getting rid of discrimination and intolerance.

Addressing equality, diversity and inclusion will help us to make better decisions and remain relevant as we deliver our mentoring service to vulnerable children and young people.

1 Commitment

PROMISE*works* will treat all people with dignity and respect. We will promote equality of opportunity and diversity.

PROMISE*works* will tackle social exclusion, inequality, discrimination and disadvantage. For this policy to be successful, it is essential that everyone is committed to and involved in its delivery.

PROMISE*works* consider diversity to mean celebrating difference and valuing everyone. Each person is an individual with visible and non-visible differences and by respecting this everyone can feel valued for their contributions which is beneficial not only for the individual but for PROMISE*works* too.

We acknowledge that equality, diversity and inclusion are not inter-changeable but inter-dependent. There can be no equality of opportunity if difference is not valued and harnessed.

2 The 9 Protected Characteristics

PROMISEworks aims to safeguard those who may face inequality or harassment due to one or more of the nine ‘protected characteristics’. These are protected from discrimination under equality legislation – the Equality Act (2010). They are:

- Age
- Disability
- Sex
- Sexual orientation
- Race
- Religion or belief
- Gender reassignment
- Marriage or civil partnership
- Pregnancy and maternity

3 Aims

PROMISE*works* aims to:

- Provide a mentoring service to children and young people that is accessible according to need.
- Promote equality of opportunity, diversity and inclusion in volunteering, employment and development of the charity.

4 Objectives

PROMISE*works* objective is to realise its equality, diversity and inclusion aims by:

- Sustaining, regularly evaluating and continually improving its services to ensure equality, diversity and inclusion principles and best practice are embedded in our performance to meet the needs of individuals and groups
- Working together with the community to provide accessible and relevant service provision that responds to children and young people's needs
- Ensuring employment and recruitment procedures are fair, robust and inclusive
- Recognising and valuing the differences and individual contribution that all people make to PROMISE*works*.
- Challenging discrimination
- Ensuring as far as possible that all donors are compliant with the Equality Act 2010
- Ensuring that the board works to be inclusive, ensuring that all trustees, staff, mentors and mentees are welcomed, valued and able to contribute.
- Ensure that the Equality, Diversity & Inclusion policies and practices of those organisations that refer young people to PROMISE*works* are equally robust and comprehensive, so ensuring that we continue to offer our service in a fair and equitable way and to as wide a community as possible

5 Procedures

5.1 Responsibility for Implementation

This policy covers the behaviour of all people employed or volunteering in PROMISE*works* or using the service and sets out the way they can expect to be treated in turn by PROMISE*works*. The overall responsibility for ensuring adherence to and implementation of this policy lies with the Trustees, staff and the management committee.

5.2 Method of Implementation

PROMISE*works* intends to implement this policy by:

- Ensuring that it is a condition of paid employment in PROMISE*works*.
- Ensuring that Trustees, Management committee, volunteers are made aware, understand, agree with, and implement this policy.
- Actively encouraging trustees, staff, management committee and volunteers to participate in anti-discriminatory training and making time and resources available for such training.
- Monitoring the services, publicity and events provided by PROMISE*works*, to ensure that they are both accessible and inclusive, do not discriminate, and taking active steps to ensure that participation is representative.
- Ensuring that the subject of equality, diversity and inclusion is on the agenda of management and trustee meetings.
- Ensuring that donors are aware of our equality, diversity and inclusion policy and our expectations of them as donors.
- Develop methods whereby we can review the Equality, Diversity & Inclusion policies and practices of the organisations that refer children and young people to PROMISE*works*
- Ensuring that data collection systems are in place and actively monitoring the diversity of PROMISE*works.*

5.3 Monitoring and Reviewing

PROMISE*works* has declared its commitment to establishing, developing, implementing and reviewing a policy of equality of opportunity. Effective record keeping and monitoring, and acting on information gathered, are essential in order to measure effectiveness and plan progress. The trustees and the management committee will review the policy annually as a minimum.

6 Glossary

Term	Definition
Equality Act 2010	https://www.gov.uk/guidance/equality-act-2010-guidance

Example documents referred to in the above policy are found in the *Master Document List and associations*