

## **EQUALITY & DIVERSITY**

### ***POLICY & PROCEDURES***

#### **POLICY STATEMENT**

Refugees Welcome is committed to the principle of equality of opportunity and diversity and recognizes that Trustees, Contractors, advisors and volunteers, or service users should not experience discrimination on any grounds.

# REFUGEES WELCOME

*Westminster Road, Macclesfield SK10 1BX (Reg Charity No:1169909)*

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## **POLICY & PROCEDURES**

### **Introduction**

Equality means treating everybody fairly and respecting individuals' needs. Diversity is recognizing that no two people are alike and that the distinctions between people should always be respected.

Refugees Welcome recognizes this and aims to ensure that equality and diversity is actively promoted between Trustees, Contractors, Advisors and Volunteers, as well as the community we work in.

Refugees Welcome are prepared to adapt what we do and how we do it in order to be inclusive.

To do this we have an Equality and Diversity Policy which is developed and understood by everyone within the organization and actively followed. It is simple to read and understand and clearly sets out the views of the organization and how it expects those associated with its organization to behave.

### **Policy**

To promote equality and diversity in Refugees Welcome we:

- Encourage, value and manage diversity and to promote equality of opportunity in all areas of its work and structure, and will take positive action in the areas of volunteering, representation, membership and service provision.
- Recognize that many people in our society experience discrimination. It is our policy that no person or group of people should suffer oppression or lack of opportunity because of their gender, race, nationality, disability, sexuality, age, HIV status, class, geographical location, trades union activity, marital status, political activity or religious activity.
- Believe that all forms of discrimination are unacceptable, regardless of whether there was any intention to discriminate or not.
- Aim to provide an environment where all Trustees, Contractors, Advisors and Volunteers and service users at all levels are valued and respected and where discrimination and harassment are not tolerated.
- Recognize that The Equality Act 2010 identifies people who have an attribute defined as a 'protected characteristic' and prohibits discrimination against them by reason of that attribute.

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## **The characteristics that are protected by the Act are:**

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

## **Definitions**

- 'Equality' means understanding and seeking to remove the different barriers to equal opportunities for different groups of people.
- 'Discrimination' is acting unfairly against a group or individual through actions such as exclusion, verbal comment, denigration, harassment, victimisation, a failure to appreciate needs or the assumption of such needs without consultation.
- The term 'disability' applies to a person who has a physical or mental impairment that has a substantial and long-term adverse effect on their ability to carry out their normal day-to-day activities.
- 'Race' includes ethnic or national origins, colour or nationality.
- The Equality Act 2010 is the statute replacing previous anti-discrimination laws. It applies to all organisations that provide a service to the public, sell goods or provide facilities, irrespective of whether they charge for them.

(Further information on The Equality Act 2010 can be found here:

<https://www.gov.uk/guidance/equality-act-2010-guidance>)

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## **Implementation**

It is the responsibility of Refugees Welcome's Trustees to implement this policy, and to review it annually.

All trustees, contractors, advisors, volunteers and service users have a duty to co-operate with Refugees Welcome to ensure that this policy is effective in ensuring equal opportunities and in preventing discrimination. They should draw the attention of the Volunteer Supervisor, Volunteer Project Managers or a member of the Trustees Board to suspected discriminatory acts or practices or cases of bullying or harassment.

Refugees Welcome will ensure that the users of this policy are made aware of its contents and responsibilities by presenting it in a suitable form, offering an accessible copy where appropriate.

All trainers, facilitators and consultants contracted to work for Refugees Welcome will be required to support our Equality and Diversity policy.

Copies of this policy are available to trustees, contractors, advisors and volunteers, and any other interested parties. A copy is available via the website [www.refugeeswelcome.co.uk](http://www.refugeeswelcome.co.uk)

Training can be provided for volunteers on cultural awareness, disability awareness and other subjects that will develop from equality and diversity.

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## **Action we will take:**

Refugees Welcome will:

- Develop an organisational culture that positively values diversity
- Achieve, wherever possible, a volunteer demographic profile that broadly reflects the local community in which we operate and is representative of all sections of society
- Ensure that individuals are treated fairly in all aspects of their engagement with Refugees Welcome
- Make it clear that intimidation, harassment and bullying will not be tolerated and may lead to disciplinary action
- Ensure that all our services are provided in a way which promotes awareness of the rights and needs of the people who face discrimination and enables all people to have access to them
- Encourage the development of skills and knowledge through training
- Ensure that premises used in relation to our activities are accessible and inviting for all members of the community
- Challenge any discrimination or oppressive behaviour from and towards any members, volunteers, clients or agencies we engage with
- Engage in a way that recognises peoples' individual needs
- Regularly evaluate this policy and seek feedback from those who are affected by it

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## **Review**

This policy will be reviewed annually for currency and accuracy by the Chair of Trustees or individuals delegated by him/her. This does not prevent any changes taking place to this policy at any other time due to changes in practice or legislation.

## **Status V2 May 19**

**Reviewed: April 2024 (No changes)**

**SIGNED BY: N.A. Campbell  
[Trustee/Chair of Trustees]**

**DATE: 11.4.24**

**POSITION in REFUGEES WELCOME: Chair of Trustees**

**Next Review date: April 2025**