



## **EQUALITIES, DIVERSITY & INCLUSION POLICY**

Community Active & Wellbeing CIC is committed to promoting equality, celebrating diversity and ensuring inclusive access for all. We recognise that discrimination continues to disadvantage many groups, and we seek to eliminate inequality across our services, workforce and community outreach delivery.

- Every person has the right to dignity, respect and equal treatment.
- We aim to remove barriers that prevent people accessing opportunities, services or participation.

**We commit to ensuring that no individual receives less favorable treatment based on:**

- Age
- Disability
- Sex
- Gender reassignment
- Marriage or civil partnership
- Pregnancy or maternity
- Race, ethnicity or nationality
- Religion or belief
- Sexual orientation
- Health status or HIV status
- Socio-economic background
- Caring or parental responsibilities
- Political beliefs or trade union membership
- Body size or physical attributes
- Ex-offender status (as defined by the Rehabilitation of Offenders Act 1974)
- Lack of formal qualifications (where not essential)
- Any other characteristic that cannot be objectively justified.

### **This Policy Applies To:**

- Service users and participants
- Job applicants, staff and freelancers
- Volunteers, trainees and placement students
- Partner organisations and community groups

### **IMPLEMENTATION AND RESPONSIBILITIES**

The General Coordinator holds overall responsibility for this policy. All staff, volunteers and freelancers share responsibility for its practical application.

**To Implement This Policy We Will:**

- Communicate the EDI policy to all staff, volunteers and partners.
- Include EDI responsibilities in job descriptions and inductions.
- Train all managers involved in recruitment in non-discriminatory selection.
- Ensure fair and inclusive advertising, shortlisting and interviewing.
- Provide adequate resources to fulfil this policy.

**CONDUCT & BEHAVIOUR**

All representatives of the CIC must act with professionalism, respect and inclusivity.

**Unacceptable Behaviours Include:**

- Threats or aggression
- Physical violence
- Shouting or swearing
- Offensive jokes or comments
- Isolating or excluding others
- Displaying offensive or discriminatory material
- Harassment or victimisation of any kind

These behaviors may result in disciplinary action.

**COMPLAINTS OF DISCRIMINATION**

We take all complaints seriously. Complaints from staff, volunteers, freelancers, service users or third parties will be investigated under the appropriate organisational procedure. Outcomes will be shared with the complainant and monitored to ensure improvements.

**LEGAL FRAMEWORK**

This policy aligns with:

- Equality Act 2010
- Human Rights Act 1998
- Work and Families Act 2006
- Employment Equality Framework Directives

Community Active & Wellbeing CIC is committed to going beyond legal minimums to actively promote equity and inclusion.

**RECRUITMENT & SELECTION**

- Recruitment decisions will be based solely on merit
- Job descriptions will reflect our EDI commitments
- All applicants will be treated fairly
- Interview questions will relate only to job requirements
- Selection decisions will not be influenced by prejudice

**MONITORING**

We will monitor:

- Applications, recruitment and progression
- Training and development access
- Complaints and outcomes

Monitoring results will inform improvements to this policy.

Approved by the Management Committee on the 8<sup>th</sup> September 2025

Signed by Director:  Hayley Street