



EQUALITY & DIVERSITY POLICY

1. Statement of Policy

- 1.1 The aim of this policy is to communicate the commitment of the Chief Executive and Senior Management Team to the promotion of equality of opportunity and diversity within Action Mental Health (AMH).
- 1.2 It is our policy to provide employment equality to all, irrespective of: gender, including gender reassignment; marital / civil partnership status or family status; religious belief or political opinion; disability; race including ethnic or national origins, nationality; sexual orientation or age.
- 1.3 AMH is opposed to all forms of unlawful and unfair discrimination. All full-time and part-time employees and job applicants will be treated fairly and decisions relating to selection for employment, promotion or training will be made objectively and without unlawful discrimination.
- 1.4 We recognise that the provision of equal opportunities and the promotion of diversity in the workplace is not only good management practice; it also makes sound business sense. Our equality and diversity policy will help all employees to develop their full potential and the talents and resources of the workforce will be fully utilised to maximize the efficiency of the organisation.
- 1.5 This policy applies to all those who work for AMH and job applicants.

2. Equality Commitments

- 2.1 We are committed to:
 - Preventing any form of direct or indirect discrimination or victimisation.
 - Promoting equal opportunities for all persons.
 - Promoting a good and harmonious working environment in which all persons are treated with respect and dignity and in which no form of intimidation or harassment will be tolerated.
 - Fulfilling all our legal obligations under the relevant legislation and associated codes of practice.
 - Taking any necessary positive/affirmative action, where appropriate.

- Regarding breaches of our equal opportunities policy and practice as misconduct which could lead to disciplinary action.

2.2 AMH will promote an inclusive working environment where people from diverse backgrounds feel respected and recognized.

3 Implementation

3.1 The Chief Executive has specific responsibility for the effective implementation of this policy. Each senior manager and line manager also has responsibilities and we expect all of our employees to abide by the policy and help create the equality environment which is its objective.

3.2 In order to implement this policy, AMH will ensure that:

- The policy is communicated to all employees, through induction training, the AMH staff handbook and made known to job applicants and relevant others (such as contract or agency workers).
- Senior and line managers are aware of their responsibilities through appropriate and regular training.
- All those involved in assessing candidates for recruitment or promotion will be trained in non-discriminatory recruitment and selection techniques.
- Adequate resources are made available to fulfil the aims of this policy.

4 Review

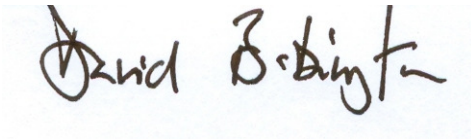
4.1 Progress on the implementation of this policy and any equal opportunities and affirmative/positive programmes will be reviewed annually and action taken as necessary.

5 Complaints

5.1 Employees who believe they have suffered any form of discrimination, harassment or victimisation are entitled to raise the matter through the appropriate procedures. Copies of these procedures are available on the intranet site. All complaints of discrimination will be dealt with seriously, promptly and confidentially.

5.2 These internal procedures do not replace or detract from the right of the employees to pursue complaints under relevant discrimination legislation to an industrial tribunal or the Fair Employment Tribunal. However employees wishing to make a complaint to a tribunal will normally be required to raise their complaint under our internal grievance procedures first.

5.3 Every effort will be made to ensure that employees who make complaints will not be victimised. Any complaint of victimisation will be dealt with seriously, promptly and confidentially. Victimisation will result in disciplinary action and may warrant dismissal.

A handwritten signature in black ink that reads "David Babington". The signature is written in a cursive style with a large initial 'D'.

David Babington
Chief Executive

Date: 16 September 2016

Review Date: September 2019

For Distribution to: All Staff