

COMMUNITY CVS

EQUALITY AND DIVERSITY POLICY

Statement of intent

Community CVS recognises that many people in our society experience discrimination or lack of opportunity for reasons which are not fair. These include: race, religion, creed, colour, national and ethnic origin, political beliefs, gender, sexual orientation, age, disability (including mental illness), HIV status, marital status, responsibility for dependants, appearance, geographical area, social class, income level or criminal record.

Community CVS will challenge discrimination and lack of opportunity in its own policy and practice and will help other organisations and individuals to do the same.

Community CVS aims to create a culture that respects and values each others’ differences. Community CVS sees these differences as an asset to our work as they improve our ability to meet the needs of the organisations and people we serve.

All volunteers, employees, committee members and member organisations must declare their support for the objectives of this Equality and diversity policy. Failure to do so will result in the Volunteer Agreement being terminated.

1. **What is discrimination?**

Community CVS believes that discrimination can take one or more of the forms set out below.

**Direct discrimination** is treating one person less favourably than another in the same or similar circumstances or segregating them from others solely because they are, for example, a lesbian, a gay man or because they have a disability or illness. Refusing to employ someone who has the required skills because they are deaf or because they are pregnant would constitute such discrimination.

**Indirect discrimination** occurs where there is a requirement or condition which applies equally to everyone but which, in practice, has an adverse impact on a particular group and cannot be justified. For example an unnecessary physical or age requirement can discriminate against women or disabled people. The setting of language tests, where language skills or fluency are not really needed for a job, is another example.

**Abuse and/or harassment** – Discrimination also covers actions which amount to abuse and/or harassment of people or groups of people because for example they are a member of a national, racial or ethnic minority group, a woman, a lesbian, a gay man or have a disability or illness.

**Victimisation** occurs when a person is treated less favourably or is discriminated against because she/he has pursued or intends to pursue their rights in respect of alleged discrimination.

**Institutional racism (Macpherson Report, 1999)**

The collective failure of an organisation to provide an appropriate and professional service to people because of their colour, culture or ethnic origin. It can be seen in the processes or attitudes and behaviour, which amount to discrimination, to unwitting prejudice, ignorance, thoughtlessness and racist stereotyping which disadvantages minority ethnic people.

**Racist incident (Macpherson Report, 1999)**

Any incident which is perceived to be racist by the victim or any other person. If the victim doesn’t want to complain, another person may do so.

Discrimination in any of the forms stated above is unacceptable, regardless of whether there was any intention to discriminate or not.

1. **Staff and volunteer development**

Decisions about learning and development opportunities will be made in accordance with the Community CVS’ Staff and Volunteer Development Policy and all staff will have access to opportunities to enable them to develop in line with Community CVS’ aims and objectives.

1. **Service provision**

All Community CVS services are covered by this policy.

Community CVS will promote equality and diversity in its work with other agencies or individuals.

Community CVS services will be reviewed regularly and changed where needed.

All trainers, facilitators and consultants contracted to work for CVS will be required to support our Equality and diversity policy.

1. **Recruitment and selection**

Community CVS believes that no person or group should be treated less favourably in employment because of the reasons given in the Statement of intent.

Staff and volunteer appointments will be monitored to ensure no discrimination is occurring at the point of selection.

A separate recruitment policy gives full details of this process.

1. **Miscellaneous**

**Office accommodation**

Community CVS will make every effort to ensure that premises used in relation to its work are accessible and inviting for all members of the community.

**Purchasing**

Community CVS reserves the right not to purchase goods and services from agencies whose activities are contrary to the principles outlined in this policy.

**Promotion of policy**

Copies of this policy will be freely available to staff, volunteers, members and any other interested parties. A copy of the Policy together with a named contact for more information, will be placed in a prominent position in Community CVS offices.

**Travel**

Community CVS recognises that not everyone has access to personal transport or is able to use it and will plan its services and activities with this in mind.

1. **Implementation and monitoring**

Monitoring of the Equality and diversity policy and its implementation is the responsibility of the committee.

The committee will review the policy annually.

Induction for committee members and new staff will include a briefing on the Equality and diversity policy.

A copy of the Equality and diversity policy and Equality action plan will be given to all new staff, committee members, new members of Community CVS and to any member on request.

Training will be provided for employees, board members and volunteers on cultural awareness, disability awareness and other subjects that will develop of equality and diversity

1. **The committee**

All committee members will affirm their commitment to the Equality and diversity policy

The committee’s membership (including co-opted members) should aim to reflect a fair balance and representation of the local community and should endeavour to redress any imbalance of under-represented groups.

1. **Community CVS policies and procedures**

Other Community CVS policies support our commitment to equality and diversity. These include volunteer, flexi-time, parental and dependants leave, annual leave, recruitment, problem solving procedure, complaints procedure, harassment, statement of terms and conditions and induction.