



Rosa Equality and Diversity Policy

Policy Key Contact: CEO
Approved by: Chair of Board of Trustees
Date Agreed: March 2023
Review Date: March 2024

1. Statement

1.1 RoSA is committed to promoting equality of opportunity for all, and to ensuring that no individual is discriminated against in the planning and delivery of any of our activities. We therefore aim to ensure that the values of equality, diversity, and respect for all are embedded into everything that we do.

1.2 We aim to create an environment which respects and welcomes everyone, and in which no form of bullying, harassment, discriminatory behaviour is tolerated. This applies to, but is not limited to, the Protected Characteristics named in the Equality Act 2010: age, disability, gender reassignment, income, marriage or civil partnership status, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

1.3 We recognise our responsibilities under the Equality Act 2010 and are committed to meeting them in full. We believe that a culture that embraces equality and values diversity will help us to ensure that everyone feels involved and included in our plans, services and activities.

1.4 RoSA understands that for equality to be achieved this policy needs to be accessible and embraced by our staff, volunteers and trustees. Each individual has a responsibility to ensure that their own language and conduct are consistent with the spirit as well as the contents of this policy. Overall, responsibility for the implementation of this policy lies with the CEO and Board of Trustees.

2. Employment Practices

2.1 We will ensure our employment practices are consistent with the aims of this policy.

2.2 All terms and conditions of employment and related benefits will be non-discriminatory, except in cases where there is a legal requirement that the employee is of a specified protected characteristic or where health and safety requirements apply.

2.3 Our recruitment procedures will ensure the fair recruitment of staff and trustees. All vacancies will be publicly advertised and applicants will be assessed according to their skills, experience and suitability to fulfil the role.

2.4 Acts of discrimination, harassment, bullying and victimisation against employees or clients are considered disciplinary offences and will be dealt with under RoSA Disciplinary Procedure (see Grievance and Disciplinary Policy).



2.5 Any staff member who considers that they have been discriminated against may make a complaint. RoSA will take all complaints seriously and will follow the due procedure to seek to resolve any grievances raised (see Grievance and Disciplinary Policy).

3. Contractors and Suppliers

It is important to us that suppliers, contractors and any other individual or organisation working on behalf of RoSA are aware of and agree to comply with our equality and diversity policy while that work is underway.

4. Service Provision

4.1 RoSA is committed to ensuring equality of access to all our services and delivering the same service standards to meet the needs of all our clients.

4.2 RoSA makes every effort to use accessible venues for our services, events and meetings.

4.3 We will use accessible language (plain English) in our publicity materials and offer multiple means of communication with clients e.g. via a phone call, text, letters.

4.4 We will collate anonymised equalities data for our clients, ensuring their confidentiality is protected. We will review this data annually to inform our business planning and ensure we take action to address areas of underrepresentation.

4.5 Any client member who considers that they have been discriminated against may make a complaint. RoSA will take all complaints seriously and will follow the due procedure to seek to resolve any grievances raised (see Grievance and Disciplinary Policy).