



## **EQUALITY POLICY STATEMENT**

The company recognises that discrimination and victimisation is unacceptable and that it is in the interests of the business, the Directors and the Associates to operate fairly and equitably. We will ensure that no employee or job applicant receives less favourable facilities or treatment, either directly or indirectly, in recruitment or employment on the grounds of age, disability, gender, marriage, pregnancy, race, religion or sexual orientation.

Our aim is to have a professionally skilled and qualified workforce which is representative of all sections of society where each employee, Director or Associate feels respected and able to give of their best. We oppose all forms of unlawful and unfair discrimination or victimisation within our own business and with the businesses which we work with. We will not discriminate directly or indirectly, or harass customers or clients because of age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex, and sexual orientation in the delivery of our work.

All Directors, Employees and Associates, whether part-time, full-time or temporary, will be treated fairly and with respect. Selection for employment, promotion, training or any other benefit will be on the basis of aptitude and ability. All employees will be helped and encouraged to develop their full potential and the talents and resources of the workforce will be fully utilised to maximise the efficiency of the organisation.

This policy and the associated arrangements shall operate in accordance with statutory requirements. In addition, full account will be taken of any guidance or Codes of Practice issued by the Equality and Human Rights Commission, any Government Departments, and any other statutory bodies.

Our commitment is to

- create an environment in which individual differences and the contributions of all our team are recognised and valued
- to provide our team with working environments which promote dignity and respect to all, with a zero tolerance approach to intimidation, bullying and harassment
- make training and development available to all and to encourage the team to up skill and progress
- promote equality wherever we are working
- investigate and act on breaches of this policy

J M CLARK  
September 2014