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| Policy title: | Equality & Diversity Policy | | |
| Scope: | All of Aspire including PM Training & Realise | | |
| Policy owner & job title: | Ian Gleave – Executive Director of Organisational Development | | |
| Approver: | Ian Gleave – Executive Director of Organisational Development | | |
| Date: | April 2017 | Review Due Date: | December 2020 |

POLICY SUMMARY

The Equality & Diversity Policy covers all stakeholders across Aspire Housing, PM Training and Realise, including: executive directors, colleagues, learners, customers, sub-contractors and suppliers.

- We will always consider equality and diversity when making changes to the business, including housing, employment and training services and within every activity undertaken by colleagues.
- We will monitor equality and diversity ensuring all legislation and regulatory requirements are met.
- Stakeholders are required to adhere to protect the nine characteristics as described within the policy.

Associated Policies & Procedures: Acceptable Behaviour Policy (PM), Bullying & Harassment Policy, Health & Safety Policy, Appeals and Grievance Procedure (PM), Assessment Malpractice Procedure (PM).

1. POLICY STATEMENT

Our approach to the delivery of equality and diversity is to mainstream it within every activity undertaken by all teams and colleagues.

As an organisation, Aspire is committed to supporting a diverse culture where equal opportunity is promoted actively and in which unlawful discrimination is not tolerated. We believe that the differences between people can bring added value to our business, where individual talents, knowledge and experience are recognised and appreciated.

It is about having the confidence to take up alternative views that improve the quality and individuality of the services we provide. It is company policy that no member of staff, customer or learner, will be discriminated against on any grounds.

Our vision for equality & diversity:

“We treat everyone with respect and value and celebrate diversity.”

Aspire's approach to equality and diversity supports all we do and the delivery of our Corporate Plan.

We will provide a range of services through Aspire Housing, PM Training and Realise that reflect the diversity of our customers and learners. Through our leadership, service delivery, methods and measures, we will ensure that the legal framework, as set out in the Equality Act 2010, is embraced.

The aim of the policy is to ensure that in carrying out our activities, the business will have due regard to:

- **Promoting equality of opportunity** - across all the activities of the business
- **Promoting good relations** - between people of diverse background
- **Valuing diversity** - embracing alternative views that improve our business results
- **Eliminating unlawful discrimination** - the Equality Act 2010 outlaws discrimination on the basis of the following characteristics:
 1. Age
 2. Disability
 3. Gender reassignment
 4. Marriage and civil partnership
 5. Pregnancy and maternity
 6. Race
 7. Religion and belief
 8. Sex
 9. Sexual orientation

All Aspire policies and procedures will be reviewed with regard to the above principles and include a section to outline, where appropriate, any additional measures or considerations to be taken in order to deliver our vision.

2. RESPONSIBILITIES OF EMPLOYEE

- To demonstrate personal commitment and implement this policy in line with their responsibilities.
- Take action when equality and diversity are not adhered to, whether by colleagues, customers, learners or stakeholders.
- Understand the value and benefits of equality and diversity and the nine protected characteristics listed above.
- Positively promote Aspire Housing, PM Training and Realise's approach to equality and diversity and draw to the attention of their line manager any instances of apparent discrimination or problems.

3. RESPONSIBILITY OF ASPIRE

- To ensure that equality and diversity is an integral part of induction and training for all colleagues, PM learners and board members.
- To ensure all of our policies give consideration to equality and diversity before approval and circulation.
- To ensure our internal and external customers, including PM learners, are aware of our commitment to equality and diversity.
- To take equality and diversity into account when making changes to the business, including housing, training and employment services.
- To investigate and respond whenever anyone thinks we have not complied with our own policy and have failed to provide equality of opportunity.
- To ensure that we understand our current and potential customers and colleagues so that the services we deliver help us to attract and retain them.
- We will react to significant differences in terms of customer satisfaction and access to our services, initiating service improvements as appropriate.
- To ensure that our suppliers and contractors demonstrate they have appropriate policies and procedures in place to ensure their services to our customers and colleagues meet our diversity expectations.