

SOFT UK

Support Organisation for Trisomy 13/18

SOFT UK Equality and Diversity Policy

Our Aim

In carrying out its functions as a charity, SOFT UK is committed to promoting equality of opportunity for all, and to ensure that no individual is discriminated against in the planning and delivery of any of our activities.

We aim to ensure that the values of equality, diversity and respect for all are embedded into everything we do.

About Our Policy

- This policy is intended to demonstrate SOFT UK's commitment to eliminating discrimination and encouraging and valuing diversity among staff, volunteers, partners, suppliers, users of our services and Trustees.
- We recognise our responsibilities under the Equality Act 2010 and we are committed to meeting them in full.
- We aim to create an environment that respects and welcomes everyone, and in which no form of bullying, harassment, disrespectful or discriminatory behaviour is tolerated by anyone. This particularly applies in relation to the 'protected characteristics' names in the Equality Act 2010: age, disability, gender, income, marriage or civil partnership status, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

Our Responsibilities

- SOFT UK understands that for equality to be achieved this policy needs to be understandable to, and embraced by staff, volunteers, suppliers, partners, users of our services and Trustees.
- All staff, volunteers, suppliers, partners and Trustees have a responsibility to ensure that their own language and actions are consistent with the spirit as well as the contents of this policy.
- Overall responsibility for the implementation of this policy lies with SOFT UK's Trustees.

Our Commitments

SOFT UK recognises that an Equality and Diversity Policy alone is not enough to ensure that equality and diversity are central to everything that we do. We will seek to create an environment in which diversity and the contributions of all staff, volunteers, suppliers, partners, users of our services and Trustees are recognised and valued in all that we do.

To ensure we are meeting the aims and spirit of the policy we will:

- Discuss and review how well we are implementing this policy, and (adjust our practices/develop an action plan) where necessary.
- Assess any significant new or revised policies and procedures for their impact on equality.
- Embed equality and diversity into our development plans.
- Ensure our employment practices and procedures are consistent with the aims of this policy.
- Use accessible venues for all events and meetings.
- Use plain English, and offer accessible communications eg emails, letters, reports and publicity materials, as far as it is within our means to do so.

Review and Action

We recognise that it is important for us to regularly review this policy so that it reflects up-to-date equality legislation and best practice.

A review of our Equality and Diversity Policy will be carried out on an annual basis and any necessary actions taken.

Policy issue date: March 2015

Policy agreed by the Board of Trustees: March 2015

Review Date: March 2016