

EQUAL OPPORTUNITIES POLICY

Age UK Waltham Forest is an equal opportunity employer. We are committed to ensuring within the framework of the law that our workplaces are free from unlawful or unfair discrimination because of Protected Characteristics as defined by the Equality Act 2010. We have adopted this policy as a means of helping to achieve these aims.

The Protected Characteristics are –

- Age
- Disability
- Gender Reassignment
- Race
- Religion or Belief
- Sex
- Sexual Orientation
- Marriage and Civil Partnership
- Pregnancy and Maternity

We aim to ensure that our employees and volunteers achieve their full potential and that all employment decisions are taken without reference to irrelevant or discriminatory criteria.

What is discrimination?

Direct discrimination – when someone is treated less favorably than another person because of a Protected Characteristic.

Associative discrimination or discrimination by association – direct discrimination against someone because they associate with another person who possesses a Protected Characteristic.

Discrimination by perception – direct discrimination against someone because it is thought that they possess a particular Protected Characteristic even if they do not actually possess it.

Indirect discrimination - occurs where an individual's employment is subject to an unjustified provision criterion or practice which e.g. one sex or race or nationality or age group finds more difficult to meet, although on the face of it the provision, criterion or practice is 'neutral'.

Harassment – unwanted conduct related to a relevant protected characteristic which has the purpose or effect of violating an individual's dignity or creating an intimidating, hostile, degrading, humiliating or offensive environment for that individual. You may complain of such offensive behaviour even if it is not directed towards you personally.

Victimisation – when an employee is treated less favorably because they have made or supported a complaint or raised a grievance under the Equality Act 2010 or are suspected of doing so.

Commitment

1. We are committed to ensuring that all of our employees, volunteers and applicants for employment are protected from unlawful discrimination. We are equally committed to ensuring that our clients are also protected from unlawful discrimination by Age UK Waltham Forest representatives.
2. Recruitment and employment decisions will be made on the basis of fair and objective criteria.
3. Person and job specifications shall be limited to those requirements which are necessary for the effective performance of the job.
4. Interviews will be conducted on an objective basis and personal or home commitments will not form the basis of employment decisions except where necessary and relevant.
5. We recognise the global uprising in 2020 in response to institutional and systemic racism in established Institutions and structures both abroad and in the UK.
6. We are committed to having our organisation reflect the various communities that we serve at every level of our internal structure.
7. We recognise the need to amplify the voices of communities that are affected disproportionately by systemic injustice and endeavour to offer meaningful services that support them.
8. All employees and volunteers have a right to equality of opportunity and a duty to implement this policy. Discrimination is a serious disciplinary matter which will normally be treated as gross misconduct.
9. Anyone who believes that he or she may have been disadvantaged on discriminatory grounds should raise the matter through Age UK Waltham Forest's grievance procedure.