

Equality and Diversity Policy

Purpose

This policy sets out Next Step Ed CIC's approach to equality and diversity. Next Steps Ed is committed to promoting equality and diversity and promoting a culture that actively values difference and recognises that people from different backgrounds and experiences can bring valuable insights to the workplace and enhance the way we work. Next Step Ed's aims to be an inclusive enterprise, committed to providing equal opportunities to education for those who access our services.

Equality and diversity at Next Step Ed CIC

At Next Step Ed, we consider that equality means breaking down barriers, eliminating discrimination and ensuring equal opportunities and access for all groups both in employment, and with our services.

We aim to help the community to have an atmosphere of friendship, respect and care for each other. In particular, we aim to treat every tenant equally, regardless of their age, disability, gender reassignment, marriage or civil partnership, pregnancy or maternity, race, religion or belief, sex, or sexual orientation

Scope

The rights and obligations set out in this policy apply equally to all employees, volunteers and those who receive our service. As part of your employee/volunteer induction, you are expected to read and familiarise yourself with this policy, ensure that this policy is properly observed and fully complied with. All recipients of our services are able to access this policy at any time. This policy is also of particular relevance to directors and other employees concerned with recruitment, training and employment decisions which affect others.

Next Step Ed CIC's commitment

Every individual we work with is entitled to be in an environment that promotes dignity, equality and respect for all. Next Step Ed CIC will not tolerate any acts of unlawful or unfair discrimination (including harassment) committed against an employee, contractor, job applicant or visitor because of a protected characteristic:

- sex;
- gender reassignment;
- marriage and civil partnership;
- pregnancy and maternity;
- race (including ethnic origin, colour, nationality and national origin);
- disability;
- sexual orientation;
- religion and or belief;
- age.

All volunteers/employees will be encouraged to develop their skills and fulfil their potential and to take advantage of training, development and progression opportunities in Bright Future's.

Dealing with discrimination and harassment

If any individual feels they have been discriminated against by Next Steps Ed they should raise this with the directors.

The directors will investigate the complaint, listening to all members involved. (If the complaint is against a director, that director will not be part of conducting the investigation).

If the complaint is against a particular individual, this person will have the opportunity to express their point of view, accompanied by a friend or representative. The person making the complaint will also have this opportunity.

If the complaint is against the enterprise as a whole, the Committee must work to ensure that such discrimination is not repeated in the future, and must inform the members of how they propose to do this.

The enterprise will support people who feel they have been harassed or discriminated against, and will not victimise or treat them less well because they have raised this.

Policy updated and reviewed 20th December 2024.

Signed: M.Smith