

Equality, Diversity and Inclusion Policy Statement

Our commitment:

The Gas Rooms is an equal opportunities organisation and is fully committed to providing an environment where everyone is treated fairly and equally and with dignity and respect. We aim to establish key principles, structures and procedures that apply to all our staff and learners.

This policy statement is designed to provide a framework and to implement the commitment of The Gas Rooms to providing an environment which embraces diversity and promotes equality and inclusion to make The Gas Rooms a great place to work and learn, allowing each member of staff and every learner to feel respected and be able to achieve their own goals and personal and social potential.

Purpose and scope:

It is our policy, as an organisation providing services and/or facilities, that there will be no discrimination against or harassment of any employee, learner, job applicant, supplier or contractor, customer or the public either directly, indirectly or by association or perception, based on any of the nine protected characteristics under The Equality Act 2010: Race (including nationality & ethnicity), Sex, Disability, Gender Reassignment, Sexual Orientation, Religion or Philosophical Belief, Age, Marital or Civil Partnership Status, Pregnancy and Maternity.

The policy statement has been developed to:

- Ensure The Gas Rooms fulfils its legal obligations under the Equality Act 2010.
- Oppose and avoid all forms of unlawful discrimination or unfair treatment to staff members or learners.
- Promote positive attitudes, behaviours and values concerning Equality, Diversity and Inclusion for the health, well-being and benefit of all individuals.
- Increase awareness of minimum acceptable standards amongst staff and learners.
- Provide equality, fairness and respect to achieve an inclusive learner experience with equal outcomes.
- Share best practice to ensure continuous improvement through embedding Equality, Diversity and Inclusion into all aspects of The Gas Room's activities.

Every member of staff and learner is required to work and learn within the framework of this policy statement and assist the organisation in meeting its commitment to providing equal opportunities and avoid unlawful discrimination. All forms of oppressive behaviour, such as denying freedom of speech, intolerance of differing personal characteristics should be challenged in line with this policy statement.

The Director has overall responsibility for the implementation of the Equality, Diversity and Inclusion Policy Statement.

Definitions:

Equality

Equality is making sure that everyone is treated fairly and with dignity and respect. It means challenging discrimination and removing barriers, so that everyone has opportunities to achieve their desired outcomes.

Diversity

Diversity is about recognising the benefits of different values, abilities, and perspectives, and celebrating people's differences. This means promoting an environment that welcomes and values diverse backgrounds, thinking, skills and experience.

Inclusion

Inclusion is providing a space where everyone has equal access to opportunities and resources, and where everyone feels valued and accepted. Everyone should be able to contribute and have a voice. This may mean making reasonable adjustments to facilitate participation.

Harassment

Harassment is defined as unwanted conduct that has the purpose or effect of violating someone's dignity or creating an intimidating, hostile, degrading, humiliating or offensive environment for them. Unwanted conduct of this nature can constitute harassment of an individual even if it is directed at another person.

Victimisation

Victimisation occurs when someone is subjected to detrimental treatment because they have (or are thought to have) brought proceedings under the Equality Act, given evidence or information in support of proceedings, or made allegations about any breach of the Act.

All members of staff and learners are responsible for:

- Reading and understanding The Gas Room's Equality, Diversity and Inclusion Policy Statement and observe, support and co-operate with its content and meaning.
- Conducting themselves in a way that ensures that fellow colleagues and learners are not isolated or belittled and that the personal rights, freedoms and integrity of fellow colleagues and learners is respected.
- Treating people as individuals, giving equal consideration to their fellow colleagues and learners and recognise that diversity adds to their work/learning experience.
- Recognising that consistent teasing (including deliberate or unconscious humiliation), comments about personal characteristics and bullying causes offence and distress and is a hostile act that constitutes harassment.
- Seeking to challenge attitude and behaviour if they feel someone is behaving inappropriately and if they are challenged about their behaviour or language, take care to receive this in a constructive way.
- Understanding that anyone who is subjected to or witnesses an incident of harassment has a duty to report such behaviour.
- Understanding that they, as well as the organisation, can be held liable for acts of bullying, harassment, victimisation and unlawful discrimination, in the course of their employment/learning, against fellow members of staff, learners, customers, suppliers and the public.

The organisation commits to:

- Create an open culture and a working and learning environment free of bullying, harassment, victimisation and unlawful discrimination and that promotes dignity and respect for all, and where individual differences and the contributions of all are recognised and valued.
- Training managers and all other employees to help them understand their rights and responsibilities under the equality policy statement and drive their support for operational policies and practices.
- Take seriously complaints of bullying, harassment, victimisation and unlawful discrimination by fellow staff members, customers, suppliers, visitors, the public and any others in the course of the organisation's work activities.
- Making opportunities available to all staff and learners, who will be helped and encouraged to develop their full potential.
- Put in place reasonable adjustments to meet the needs of individuals who have a disability or impairment which has a substantial and long-term adverse effect on that person.
- Ensuring decisions concerning staff and learners are based on merit (apart from in any necessary and limited exemptions and exceptions allowed under the Equality Act).

- Reviewing practices and procedures when necessary to ensure fairness, and also update them and the policy statement to take account of changes in the law.
- Ensure that internal and external messages, imagery, graphics and materials are compliant, inclusive and promote EDI.
- Ensuring no one is subjected to detrimental treatment because they have (or are thought to have) raised a concern regarding a breach of this policy statement.
- Monitor and review the operation of this policy statement and implement any changes required by law or best practice to improve its effectiveness.

Breaches of the policy statement:

Unacceptable behaviour including bullying, harassment and victimisation or discrimination, including but not limited to the protected characteristics covered by the Equality Act 2010, will not be tolerated and any allegations will be taken seriously, fully investigated and dealt with appropriately. Discrimination, harassment, bullying or victimisation are disciplinary offences and may constitute gross misconduct and could lead to summary dismissal.

Raising a concern:

Our aim is to achieve the best possible experiences for all our staff and learners, but we recognise that there may be times when an individual wishes to make a suggestion or raise a concern informally and we encourage you to speak to us in the first instance.

If you consider that you may have been discriminated against, bullied or harassed, you should make a formal written complaint. The Gas Room's will take any complaint seriously and will investigate it thoroughly with priority and seek to resolve any complaint that it upholds. No one will be penalised for raising a complaint, even if the complaint is not upheld, unless the complaint is untrue and been made in bad faith.

Any member of staff who believes that they may have been subjected to treatment that breaches this policy should raise the matter through The Gas Room's grievance procedure. Details of the organisation's grievance and disciplinary policies and procedures can be found in the Staff Handbook. This includes with whom a member of staff should raise a grievance.