



ANCHOREACH C.I.C.

Equality and Diversity Policy

Policy Owner: Anchoreach C.I.C.
Approved by: Board of Directors
Date Approved: 17/08/2026
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Version: 1.0

1. Policy Statement

Anchoreach C.I.C. is committed to promoting equality, diversity, inclusion and respect throughout all areas of our organisation.

We believe that everyone should be treated fairly, with dignity and respect, and have equal opportunities to access our services, activities, training, volunteering and employment opportunities.

We will not tolerate discrimination, harassment, victimisation, bullying or unfair treatment of any individual or group.

Anchoreach C.I.C. recognises the value that people from different backgrounds, experiences and communities bring to our organisation. We are committed to creating an inclusive environment where everyone feels welcomed, valued, safe and able to participate.

2. Purpose of the Policy

The purpose of this policy is to:

- Promote equality, diversity and inclusion across Anchoreach C.I.C.
 - Prevent unlawful discrimination and unfair treatment.
 - Ensure our services are accessible and inclusive.
 - Ensure staff, volunteers, participants and visitors are treated with dignity and respect.
 - Promote equal opportunities in recruitment, employment, volunteering and training.
 - Provide a clear process for dealing with concerns or complaints relating to discrimination.
 - Ensure that equality and diversity are considered when developing and delivering projects and services.
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3. Legal Framework

Anchoreach C.I.C. will operate in accordance with relevant equality and human rights legislation, including the **Equality Act 2010** and other applicable UK legislation and guidance.

The Equality Act 2010 protects individuals from discrimination relating to the following protected characteristics:

1. Age
2. Disability
3. Gender reassignment
4. Marriage and civil partnership
5. Pregnancy and maternity
6. Race
7. Religion or belief
8. Sex
9. Sexual orientation

Anchoreach C.I.C. will also consider wider issues of disadvantage, social exclusion, poverty, caring responsibilities, digital exclusion, language barriers and other circumstances that may create barriers to participation.

4. Our Commitment to Equality

Anchoreach C.I.C. will:

- Treat everyone fairly and with respect.
 - Provide services without unlawful discrimination.
 - Make reasonable adjustments where appropriate to support disabled people.
 - Take steps to remove unnecessary barriers to participation.
 - Promote accessibility across our physical and community environments.
 - Use inclusive and respectful language and communication.
 - Consider the needs of different communities when planning activities.
 - Encourage participation from people who may experience disadvantage or social isolation.
 - Ensure that staff and volunteers understand their responsibilities regarding equality and diversity.
 - Take complaints and concerns about discrimination seriously.
 - Challenge discriminatory behaviour appropriately and consistently.
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5. Diversity and Inclusion

Anchoreach C.I.C. recognises that people have different backgrounds, experiences, abilities, cultures, identities, beliefs and circumstances.

We value diversity and aim to create an environment where individuals can be themselves without fear of discrimination or exclusion.

We will actively encourage participation from people who may face barriers, including people experiencing social isolation, poverty, disability, unemployment, low confidence, communication barriers or limited access to community opportunities.

Our approach is based on respect, inclusion, participation and fairness.

6. Access to Services and Activities

Anchoreach C.I.C. will seek to ensure that our services, activities, training and community projects are accessible to the people who need them.

Where reasonably possible, we will consider:

- Physical accessibility.
- Communication and language needs.
- Disability and reasonable adjustments.
- Digital accessibility.
- Transport and access difficulties.
- Financial barriers.
- Cultural considerations.
- Caring responsibilities.
- Additional support requirements.

We will work with individuals to identify reasonable adjustments where these are required.

Where a requested adjustment cannot reasonably be provided, we will seek to identify an appropriate alternative wherever possible.

7. Recruitment and Employment

Anchoreach C.I.C. is committed to fair and inclusive recruitment and employment practices.

Employment decisions will be based on relevant skills, qualifications, experience, ability and suitability for the role.

We will not unlawfully discriminate in relation to:

- Recruitment and selection.
- Job advertising.
- Training and development.
- Promotion.
- Pay and benefits.
- Working arrangements.
- Performance management.
- Disciplinary procedures.
- Redundancy or termination.

Job advertisements and recruitment processes will be designed to encourage applications from a diverse range of candidates.

Where appropriate, reasonable adjustments will be considered during recruitment and employment.

8. Volunteers

Anchoreach C.I.C. values the contribution made by volunteers and aims to ensure that volunteering opportunities are open and accessible.

Volunteers will be treated fairly and with respect regardless of their background or personal circumstances.

We will provide appropriate information, support and guidance to volunteers and will take reasonable steps to remove barriers to their participation.

9. Staff and Volunteer Responsibilities

All staff, directors and volunteers have a responsibility to support equality and diversity.

Everyone working with Anchoreach C.I.C. is expected to:

- Treat others with dignity and respect.
- Avoid discriminatory language or behaviour.
- Challenge inappropriate behaviour where it is safe and appropriate to do so.
- Respect differences between individuals.
- Maintain confidentiality when dealing with sensitive concerns.
- Follow this policy and other relevant organisational policies.

Managers and directors have additional responsibility for ensuring that equality and diversity are embedded within organisational decision-making and service delivery.

10. Discrimination and Unacceptable Behaviour

Anchoreach C.I.C. will not tolerate:

- Direct discrimination.
- Indirect discrimination.
- Harassment.
- Victimisation.
- Bullying.
- Racist or discriminatory language.
- Hate-related behaviour.
- Sexual harassment.
- Derogatory comments or jokes.
- Exclusion or unfair treatment because of a protected characteristic.
- Any behaviour intended to intimidate, humiliate or disadvantage another person.

Concerns will be addressed in accordance with relevant organisational policies and procedures.

Serious incidents may result in disciplinary action, removal from volunteering or activities, termination of contracts, or referral to appropriate external agencies where necessary.

11. Complaints and Concerns

Anyone who believes they have experienced discrimination, harassment, bullying or unfair treatment should be encouraged to raise their concern.

Concerns may be raised with a member of staff, manager or Director.

All concerns will be treated seriously and handled as confidentially as reasonably possible.

Anchoreach C.I.C. will:

1. Listen to the concern.
2. Record relevant information.
3. Assess the seriousness of the issue.
4. Investigate where appropriate.
5. Take appropriate action.

6. Keep the person informed where appropriate.
7. Review any lessons arising from the complaint.

No individual will be victimised for raising a genuine concern in good faith.

Complaints will also be handled in accordance with the organisation's Complaints Policy.

12. Equality in Service Planning

Equality and diversity will be considered when Anchoreach C.I.C. develops new projects, services and activities.

Where appropriate, we will consider:

- Who is likely to benefit from the activity.
- Whether particular groups may experience barriers.
- Whether reasonable adjustments are required.
- How information and activities can be made accessible.
- Whether our activities are reaching the intended communities.
- Feedback from participants and community members.

We will use feedback and experience to improve our services and ensure that they remain inclusive.

13. Training and Awareness

Anchoreach C.I.C. will provide appropriate information and guidance to staff, directors and volunteers regarding equality, diversity and inclusion.

Training needs will be considered as part of induction, supervision and ongoing development.

Staff and volunteers will be encouraged to raise equality and diversity issues and identify opportunities for improving inclusion.

14. Monitoring and Evaluation

Where appropriate and lawful, Anchoreach C.I.C. may collect anonymised equality and diversity information to understand who is accessing our services and whether any groups are experiencing barriers.

Information may include demographic information relevant to the project or funding requirements.

Any personal information will be collected, stored and processed in accordance with our **Data Protection and GDPR Policy** and applicable data protection legislation.

Equality monitoring will not be used to unfairly disadvantage any individual.

15. Confidentiality and Data Protection

Information relating to an individual's identity, circumstances or personal characteristics will be treated sensitively.

Personal information will only be collected and used where there is a legitimate reason to do so and will be handled in accordance with Anchoreach C.I.C.'s data protection procedures.

Staff and volunteers must not disclose confidential personal information unless authorised or where there is a legal or safeguarding requirement to do so.

16. Partnerships and Contractors

Anchoreach C.I.C. expects organisations, contractors, tutors, facilitators and partners working on behalf of the organisation to support our commitment to equality and diversity.

Where appropriate, our expectations regarding equality and inclusion will be incorporated into partnership agreements, contracts and project arrangements.

We will seek to work with organisations that share our commitment to fair and inclusive services.

17. Safeguarding

Equality and diversity are closely linked to safeguarding.

Anchoreach C.I.C. recognises that discrimination, harassment, bullying and exclusion can have a significant impact on an individual's safety and wellbeing.

Any safeguarding concern identified through an equality or diversity issue will be dealt with in accordance with our **Safeguarding Policy and Procedures**.

18. Breaches of this Policy

Failure by a member of staff or volunteer to comply with this policy may result in appropriate action under the organisation's relevant procedures.

The response will depend on the nature and seriousness of the incident and may include:

- Informal discussion or guidance.
 - Additional training.
 - Formal disciplinary action.
 - Removal from volunteering duties.
 - Termination of employment or volunteering arrangements.
 - Referral to external agencies where appropriate.
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19. Responsibilities

Board of Directors

The Board of Directors is responsible for ensuring that equality and diversity are embedded within the governance and strategic direction of Anchoreach C.I.C.

Managers

Managers are responsible for implementing this policy, supporting staff and volunteers, and responding appropriately to concerns.

Staff and Volunteers

All staff and volunteers are responsible for treating others fairly and respectfully and following this policy.

Participants and Visitors

Participants and visitors are expected to respect others and not engage in discriminatory, threatening, abusive or harassing behaviour.

20. Policy Review

This policy will be reviewed regularly and at least annually, or sooner if there are significant changes to legislation, organisational practice or identified needs.

Feedback from staff, volunteers, participants and partners may be considered as part of the review process.

21. Approval

Policy: Equality and Diversity Policy

Organisation: Anchoreach C.I.C.

Approved by: Board of Directors

Signature: P marriner

Name: Paul Marriner

Position: Managing Director

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