

Equality, Diversity and Inclusion policy

Policy Statement

The Company is committed to promoting equality, diversity, and inclusion in the workplace. We aim to create a working environment where all individuals are treated with dignity and respect, and where unlawful discrimination, harassment, or victimisation of any kind is not tolerated.

Objectives

This policy is designed to:

- Ensure no job applicant, employee, or worker is discriminated against—either directly or indirectly—on the basis of any unlawful grounds
- Promote a workplace culture that embraces individual differences and supports equal opportunities for all
- Comply fully with the Equality Act 2010 and any other applicable equality legislation or statutory guidance
- Embed diversity and inclusion into our recruitment, employment, and operational practices

Scope

This policy applies to:

- All job applicants, employees, contractors, agency staff, and volunteers
- All stages of employment, including recruitment, training, promotion, compensation, and termination
- Any person or agency acting on behalf of the Company, including recruitment partners and external contractors

Legal Responsibilities

The Company holds overall responsibility for ensuring this policy is implemented in accordance with current legislation. All guidance from relevant Codes of Practice (e.g. from the Equality and Human Rights Commission) will be observed and applied.

Communication and Awareness

To ensure full awareness and compliance:

- This policy will be circulated to all recruitment agencies and third parties involved in hiring
- A copy will be made available to all employees and highlighted to job applicants
- All private contractors and suppliers will be reminded of their responsibilities regarding equality of opportunity

Workplace Environment

The Company will:

- Maintain a neutral, inclusive, and respectful working environment
- Ensure that no individual feels threatened, intimidated, or marginalised due to protected characteristics or personal attributes
- Take prompt and appropriate action in response to any breach of this policy

Unacceptable Behaviour and Disciplinary Action

Any form of discrimination, harassment, or victimisation on the grounds of:

- Age
- Disability
- Gender reassignment
- Marriage or civil partnership

- Pregnancy or maternity
- Race
- Religion or belief
- Sex
- Sexual orientation

is unacceptable and may result in disciplinary action, up to and including dismissal, under the Company's disciplinary procedure.

Monitoring and Review

This policy will be reviewed annually or sooner in response to legal or operational changes.

Document Control and Accountability

- Effective from: 01/06/2025
- Approved by: Lisa Ridley
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