

Christies Care

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Living independently at home

Equality, Diversity, Equity and Inclusion Policy

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1. INTRODUCTION

Christies Care Ltd is an equal opportunities employer and is committed to equality of opportunity and to providing a service and following practices which are free from unfair and unlawful discrimination.

The Company will actively support equality, diversity, equity and inclusion (EDEI) to ensure that the workforce is valued and treated with dignity and respect and is committed to creating working environments and cultures where every individual can feel safe, experience a sense of belonging, and is empowered to achieve their full potential.

This policy applies to all areas of employment including recruitment, selection, training, deployment, career development, and promotion. These areas are monitored, and policies and practices are amended if necessary to ensure that no unfair or unlawful discrimination, intentional, unintentional, direct or indirect, overt or latent exists.

This policy does not form part of an employee's contract of employment and the Company reserve the right to amend or withdraw it at any time.

2. SCOPE

This policy applies to all employees of Christies Care Ltd.

3. POLICY AIMS

The aim of this policy is to ensure that no person receives less favourable treatment on the grounds of age, disability, gender reassignment, marriage and civil partnership, pregnancy or maternity, race, religion or belief, sex or sexual orientation, or is disadvantaged by conditions or requirements which cannot be shown to be relevant to performance.

The Company seeks also to go beyond legal compliance and take an intersectional approach to EDEI and considers accent, caring responsibilities, colour, culture, gender identity, mental health, neurodiversity, and socio-economic circumstances, amongst other personal characteristics and experiences, in adding value to the organisation, contributing to the wellbeing and equality of outcomes and impact on all employees.

It seeks also to ensure that no person is victimised or subjected to any form of bullying or harassment.

4. RESPONSIBILITIES

The Directors are responsible for ensuring that:

- They role model and champion EDEI best practice within all areas of the organisation.
- The Company strategy is supported by the organisational values and managers behaviour that reflects the importance of EDEI.

Managers are responsible for ensuring that:

- They lead by example and set an appropriate standard of behaviour.
- They eliminate discrimination and provide equality of opportunity.
- Those they manage adhere to the policy and promote the aims and objectives with regard to equal opportunities.

Employees are responsible for ensuring that:

- They treat others with dignity and respect.
- They adhere to this policy.

HR are responsible for ensuring that:

- This policy is implemented and monitored with the objective of promoting equality of opportunity and eliminating unfair or unlawful discrimination.
- Information, advice and guidance is given on the interpretation of this policy.

5. DEFINITIONS

The terms equality, diversity, equity and inclusion are at the heart of this policy.

Equality

'Equality' means ensuring everyone has the same opportunities to fulfil their potential free from discrimination.

Diversity

'Diversity' means the celebration of individual differences amongst the workforce.

Equity

'Equity' means recognising barriers and that some groups are more advantaged than others, and putting measures in place to eliminate these barriers, ensuring equal opportunities for all.

Inclusion

'Inclusion' means ensuring everyone feels comfortable to be themselves at work and feels the worth of their contribution.

6. GENERAL PRINCIPLES

All employees whether part time, full time or temporary, will be treated fairly and with respect. Selection for employment, promotion, training, or any other benefit will be on the basis of aptitude and ability. All employees will be helped and encouraged to develop their full potential, and the talents and resources of the workforce will be fully utilised to maximise the efficiency of the Company.

Equality of opportunity, valuing diversity and compliance with the law is to the benefit of all individuals in the Company as it seeks to develop the skills and abilities of its people.

The personal commitment of everyone to this policy and application of its principles are essential to eliminate discrimination and provide equality and equity throughout the Company.

Managers are given appropriate training on equal opportunities awareness and equal opportunities recruitment and selection best practice.

7. COMMITMENT AS AN EMPLOYER

The Company is committed to:

- Creating an environment in which individual differences and the contributions of everyone are recognised and valued.
- Ensuring a working environment that promotes dignity and respect to all. No form of intimidation, bullying or harassment will be tolerated.
- Providing training, development and progression opportunities to everyone.
- Understanding that equality and inclusion in the workplace is good management practice and makes sound business sense.
- Reviewing all employment practices and procedures to ensure fairness and inclusion for all.
- Taking steps to ensure equity amongst the workforce such as ensuring that vacancies are advertised to a diverse range of potential candidates and, where relevant, to particular groups that have been identified as disadvantaged or underrepresented in the Company, taking positive action to recruit disabled people and ensuring there are no unlawful barriers to accessing employment opportunities, training, progression opportunities, benefits and facilities.
- Regularly monitoring diversity in the workforce to ensure equal opportunities throughout the Company. Where appropriate, measures will be taken to identify and remove unnecessary obstacles and to meet the needs of disadvantaged or underrepresented groups.
- Having clear procedures that enables employees to raise a grievance or make a complaint if they feel they have been unfairly treated.

8. COMMITMENT AS A SERVICE PROVIDER

The Company is committed to:

- Providing services to which all clients are entitled regardless of age, disability, gender reassignment, marriage and civil partnership, pregnancy or maternity, race, religion or belief, sex or sexual orientation.
- Ensuring services are delivered equally and meet the diverse needs of the service users and clients.

- Taking steps to ensure equity amongst clients and service users such as removing any unlawful obstacles to accessing services or facilities. Where appropriate, measures will be taken to identify and remove unnecessary barriers and to meet the needs of disadvantaged or underrepresented groups.
- Having clear procedures that enable clients to make a complaint if they feel they have been unfairly treated.

9. EQUAL OPPORTUNITY POLICY STATEMENTS

Age

The Company will:

- Ensure that people of all ages are treated with respect and dignity.
- Challenge discriminatory assumptions about younger and older people.

Disability

The Company will:

- Provide any reasonable adjustments to ensure disabled people have access to employment opportunities. Where a particular adjustment would not be reasonable, this will be discussed with the employee to try to find an alternative solution where possible.
- Challenge discriminatory assumptions about disabled people.
- Seek to continue to improve access to information by ensuring availability of loop systems, braille facilities, alternative formatting and sign language interpretation where required.
- Keep the physical features of the premises under review to consider whether they might place anyone with a disability at a substantial disadvantage. Where necessary, reasonable steps to improve access will be taken.

Race

The Company will:

- Challenge racism wherever it occurs.
- Respond swiftly and sensitively to racist incidents.
- Actively promote race equality and inclusion in the Company.

Gender

The Company will:

- Challenge discriminatory assumptions about gender.
- Provide support to prevent discrimination against transgender people who have or who are about to undergo gender reassignment.

Sexual Orientation

The Company will:

- Ensure that the needs of everyone is taken into account, including the LGBTQ+ communities.
- Promote positive images of the LGBTQ+ communities.
- Challenge discriminatory assumptions about the LGBTQ+ communities.

Religion or Belief

The Company will:

- Ensure that employees' religion or beliefs and related observances are respected and accommodated wherever possible.
- Respect people's beliefs where the expression of those beliefs does not impinge on the legitimate rights of others.

Pregnancy or Maternity

The Company will:

- Ensure that people are treated with respect and dignity during pregnancy or maternity leave.
- Challenge discriminatory assumptions about pregnancy or maternity.
- Ensure that no individual is disadvantaged during pregnancy or maternity leave and that the needs of employees' during pregnancy or maternity leave are taken into account.

Marriage or Civil Partnership

The Company will:

- Ensure that people are treated with respect and dignity regardless of marriage or civil partnership status.
- Challenge discriminatory assumptions about the marriage or civil partnership of employees.
- Ensure that no individual is disadvantaged as a result of their marriage or civil partnership status.

10. POLICY MISUSE

Breaches of this policy will be dealt with in accordance with the Company's disciplinary procedures. Serious cases of discrimination may amount to gross misconduct resulting in dismissal without notice.