

**Equality And Diversity Policy
For
Lightvessel Lv18**

1. Underlying principle
 - a. Everyone is different and has something unique to offer. Acas wants to respect and understand these differences and to make the most of everyone's talents.
2. Definitions
 - a. Diversity is about understanding, recognising, respecting and valuing differences.
 - b. Equality is about managing differences so that everyone has equality of opportunity through a fair and consistent approach to the application of rules, policies and procedures. We recognise that sometimes this will mean treating people differently. This commitment is relevant to all we do, how we manage ourselves and how we deliver our services.
3. Our Vision pledges state:
 - We aim to be fair, unbiased and professional
 - Our priority is to meet visitors needs
 - We are committed to and promote equality and diversity
 - We are proud of our volunteers and respect their views
4. Summary
 - a. We will not tolerate discrimination because of any characteristic, including Age, Race, Sex, Gender, Disability, Sexual Orientation, Religion or Belief, Pregnancy or Maternity and Civil Partnership or Marriage nor will we tolerate harassment or bullying on these or any other grounds.
 - b. We are fully committed to duties placed upon us under different pieces of legislation that combat discrimination and promote equality and diversity.
 - c. We will ensure that everyone in Lightvessel LV18 is respected and can give of their best, irrespective of who they are or what job they do.
 - d. We will work hard to ensure that our services are accessible to all.

5. Leadership and management

- a. The Board takes overall responsibility for the development of equality and diversity.
- b. All Lightvessel LV18 leaders and managers at all levels will demonstrate their commitment to promoting equality and diversity and all staff have personal responsibilities to treat everyone with respect, consideration and without prejudice and to promote the same levels of behaviour in colleagues.

6. Indicators of success

Leaders and managers visibly:

- challenge unacceptable behaviours
- create a climate where complaints can be raised without the fear
- take firm action where unfairness or inconsistency exists
- encourage and support diversity within their teams
- demonstrate and promote considerate and fair behaviour
- treat staff with dignity and respect
- recognise and value individual skills and contributions

7. Accessibility of our services

- a. We will continue reviews to ensure accessibility for all, and that inadvertent discrimination against any community does not arise.
- b. The starting point for such a review is to carry out equality impact assessments to identify and tackle any unintentional discrimination we may find in the provision of our services to visitors or volunteers.
- c. This should lead us to consider the language we use and how we communicate information, along with the accessibility of our site.
- d. We are committed to reach the position where equality and diversity considerations are built in.

8. Communication

- a. We will ensure that this policy is accessible and understood by everyone in Lightvessel LV18.
- b. Getting our message across successfully means all staff will:
 - be aware of Lightvessel LV18 policies on equality & diversity
 - understand the benefit of valuing diversity
 - understand their own role in promoting equality and diversity
 - be aware of their legal responsibilities under current legislation.

9. When things go wrong

- a. Employees who feel they have been unfairly treated contrary to this policy should raise their concerns with the following in order to get them addressed.

Mr Anthony O'Neil

All complaints will be investigated thoroughly and without delay.

- b. Contravention of this policy by way of harassment of or discrimination against a colleague will be considered a disciplinary offence and dealt with under accordingly.
- c. Employees should feel confident that raising a grievance will not have an adverse effect on them, and that Lightvessel LV18 will protect them from victimisation.

NOTE: This policy was approved by the following officer on 01/01/2019 and is due for review every 2 years.

Mr Anthony O'Neil

H O'Neil
July 2019