

Equal Opportunities

1. Policy Statement
 - 1.1 It is the policy of the Practice that all staff shall receive equality of opportunity irrespective of gender, age, sexuality, marital status, gender identity, religion, faith, race, colour, creed, social class, disability, ethnic or national origin.
 - 1.2 The Practice is committed to provide and promote equality of opportunity to staff to fulfil their potential.
 - 1.3 The Practice's Policies and Procedures will be monitored and regularly reviewed to ensure that this Policy is being implemented.
 - 1.4 All staff are responsible for implementing this Policy. Any breach of the Policy will not be tolerated by the Practice, which will investigate such behaviour or actions and may apply the appropriate disciplinary procedure.
2. Policy Objectives
 - 2.1 The Practice's main objectives in implementing the Policy are:
 - a. To provide and promote equal opportunities for all staff
 - b. To ensure that the talents and abilities of all employees are valued
 - c. To ensure that the Practice's statutory obligations are met
 - d. To attract and retain high quality staff to the Practice who have diverse experiences and personal qualities to offer
- e. To adopt management practices which value and empower individuals, through listening, consulting, providing support and promoting equality to eliminate discrimination.
3. Responsibilities
 - 3.1 All Staff

To promote the Equal Opportunities Policy and abide by the Policy Statement and supporting Codes of Practice.
 - 3.2 Management

To ensure that the Policy is effectively communicated, understood and implemented. To encourage staff to report any breaches of the Policy and to investigate using the appropriate Practice Procedures (Discipline and Grievance). To provide training and awareness for staff to enable them to fulfil their responsibility under this Policy.
4. Harassment and Victimisation
 - 4.1 Victimisation and harassment of individuals will not be tolerated by the Practice. Such behaviour on the grounds of gender, age, sexuality, marital status, gender identity, religion, faith, race, colour, creed, social class, disability, ethnic or national origin may also be unlawful. Staff will be made aware of the behaviour that can constitute harassment and victimisation.
 - 4.2 Harassment includes comments, actions, jokes or suggestions which might create a stressful working environment for a person. Harassment may be verbal (language, jokes, comments, ridicule, nicknames and verbal threats), non-verbal (gestures, staring and offensive written or electronic communication) or physical (jostling, mistreating or assaulting).
- 4.3 Victimisation occurs when a person is treated less favourably than others because they have brought proceedings, given evidence or complained about behaviour or conduct on the basis that it breaches the Practice's Policy.
5. Policy Implementation
 - 5.1 The Practice will publicise this Policy (and any changes to it from time to time) as widely as possible and will promote it within the Practice Handbook, appropriate publicity material and official documents.
 - 5.2 The Practice will raise awareness of equal opportunity issues through staff development and training.
 - 5.3 Equal opportunities principles will be actively applied to all Practice services, processes and procedures associated with staff, clients, partners, and external consultants.
6. Policy Review
 - 6.1 The effectiveness of this Policy is reviewed by the Human Resources Management Group on an annual basis. The results of these reviews and recommended actions are subsequently reported to the Board of Directors.