



Equal Opportunities Policy

Policy

This policy applies to all Trustees, staff, volunteers, management committee members, users and the general public.

Aims

Little Village believes that no child, individual, or family should be excluded from the charity's activities on the grounds of age, gender, health, sexuality, class, family status, means, ability, colour, ethnic origin, culture, religion, or belief. We aim to ensure that all who wish to work in, or volunteer to help with, our charity should have an equal chance to do so. We aim to create effective partnerships within all parts of our community and provide services that are accessible according to need.

Little Village is committed to:

- Tackling social exclusion, inequality, discrimination and disadvantage
- Ensuring all people are treated with dignity and respect, valuing the diversity of all;
- Promoting equality of opportunity and diversity;
- Delivering services that are accessible, appropriate and delivered fairly to all;
- Working together with the community to provide accessible and relevant service provision that responds to service users' needs;
- The mix of its employees, volunteers and management committees reflects, as far as possible, the broad mix of the population of its local community;
- Encouraging traditionally disadvantaged sections of the community to participate in policy decisions about, and the management of the services provided;
- Providing fair resource allocation

For this policy to be successful, it is essential that everyone is committed to and involved in its delivery. Little Village's goal is to work towards a just society free from discrimination, harassment and prejudice. Little Village aims to embed this in all its policies, procedures, day-to-day practices and external relationships.

PROCEDURES

Responsibility for Implementation

This policy covers the behaviour of all people employed or volunteering in Little Village or using the services and sets out the way they can expect to be treated in turn by Little Village. The overall responsibility for ensuring adherence to and implementation of this policy lies with the Trustees, staff and the management committee.

Method of Implementation

Little Village intends to implement this policy by:

- Ensuring that it is a condition of paid employment in Little Village;
- Ensuring that Trustees, Management committee, volunteers and users are made aware, understand, agree with, and are willing to implement, this policy. All staff and volunteers will be given a copy of this policy as part of their induction;
- Actively encouraging Trustees, staff, management committee and volunteers to participate in anti- discriminatory training, and making time and resources available for such training;
- Monitoring the services, publicity and events provided by Little Village, to ensure that they are accessible to all sections of the population and do not discriminate, and taking active steps to ensure that participation is representative, e.g. ensuring written communication is available in relevant languages, the premises is accessible for all.
- Little Village is committed to learning and changing to ensure this policy is upheld. Any person who feels that this policy has not been upheld can make a complaint. This will be dealt with by the management committee. The committee will investigate the complaint, listening to all staff, volunteers, children and families affected or involved. If the complaint is against a particular individual, this person will have the opportunity to express their point of view, accompanied by a friend. The person making the complaint will also have this opportunity. Any decision to exclude a person from the organisation due to discriminatory or harassing behaviour will be made in reference to Little Village's constitution and employment policies. Little Village will support people who feel they have been harassed or discriminated against, and will not victimise or treat them less well because they have raised this.

Monitoring and Reviewing

Little Village has declared its commitment to establishing, developing, implementing and reviewing a policy of equality of opportunity. Effective record keeping and monitoring, and acting on information gathered, are essential in order to measure effectiveness and plan progress. The management committee will review the policy annually.

Signed:

Review date: