



EQUALITY AND DIVERSITY POLICY

Updated Sep 20

EQUALITY AND DIVERSITY POLICY

1. INTRODUCTION

- 1.1. Newquay Foodbank is committed to the promotion of the equality of opportunity in all fields and activities.
- 1.2. No individual whether client or volunteer will be treated differently to another in line with this policy.
- 1.3. All Volunteers of the Newquay Foodbank should ensure that they take the time to read and understand this policy and act in accordance with its aims and objectives. If you need support reading or understanding this policy please speak to a Committee Member.

2. DEFINITIONS

- 2.1. **'Personal Status'** refers to gender, colour, race, nationality, ethnic or national origins, marital status, disability, sexual orientation, age, religious belief or offending background.
- 2.2. **'Discrimination'** is where a person is treated less favourably than another not on the merits of the case but on grounds of 'personal status'.

3. POLICY STATEMENT – VOLUNTEERS

- 3.1. Newquay Foodbank is committed to the promotion of equal opportunities for all its Volunteers and will, regardless of the number of Volunteers at any one time, seek to ensure that:
 - 3.1.1. All Volunteer applicants have an equal opportunity whatever his or her personal status, except in the matter of offending background, in any case where the criminal record history relates to the requirements of the post.
 - 3.1.2. The application of any recruitment, training and promotion policies will be solely on the basis of job requirements and the individual's ability and fitness to undertake that work.
 - 3.1.3. Appropriate training will be provided to enable all Volunteers to perform their roles effectively.
 - 3.1.4. Encouragement is given to all Volunteers to take advantage of opportunities for training.
 - 3.1.5. Applicants for posts will be given clear, accurate and sufficient information through advertisements, job descriptions and interviews to enable them to assess their own suitability for a post.
 - 3.1.6. Where it appears that equal opportunities are not being offered, the circumstances will be investigated to see if there are any policies or

criteria which exclude or discourage Volunteers and, if so, whether these policies or criteria are justifiable.

3.1.7. Appropriate action is to be taken where necessary to redress the effects of any policy or criteria which are found to have unjustifiably limited the provision of equal opportunities

3.1.8. Particular care is taken to deal effectively through the complaint's policy with any complaints of discrimination and harassment.

3.1.9. Any issues raised through the Equal Opportunities policy should be presented by one lead member of the committee, chosen by the individual effected and the case heard and dealt with by a minimum of 3 committee members.

4. POLICY STATEMENT – CLIENTS

4.1. Newquay Foodbank are committed to the promotion of equal opportunities for all Clients both directed to the Foodbank or visiting without direction.

4.2. Clients directed to the Foodbank will be given fair and equal access to support according to their need as indicated by the directing agencies.

4.3. Clients who attend the sessions without direction will be signposted to appropriate agencies according to their need.

4.4. Training will be given to all Volunteers on how to best support Clients with specific needs, that could make access to the Foodbank difficult. To ensure the utmost is done to encourage all personnel to have access to the Foodbank without discrimination.

4.5. Particular care is taken to deal effectively through the grievance procedure with any complaints of discrimination and harassment.

4.6. Any issues raised through the Equal Opportunities policy should be presented by one lead member of the committee, chosen by the individual affected, and the case heard and dealt with by a minimum of 3 committee members.

5. REVIEW

5.1. This policy and its implementation will be reviewed at least annually or where significant financial changes occur.

LAST REVIEWED: Sep 20 SAFEGUARDING OFFICER: Claire Rooks