



EQUALITY, DIVERSITY & INCLUSION POLICY

POLICY CONTROL

Version	Description	Date	Approval
1.0	Equality and Diversity Policy	Sept 2020	Board
1.1	Addition of employees	Feb 2022	
1.2	Full update, Inclusion incorporated	Feb 2024	
2.0	Board approval	11 June 2024	Board
Next Review:		June 2027	
Safeguarding Trustee		Nick Appleby	

LINKED POLICIES

Bullying and Harassment Policy
Complaints Policy
Grievance Policy

EQUALITY, DIVERSITY & INCLUSION POLICY

1. INTRODUCTION

Newquay Foodbank is committed to the promotion of the equality, diversity and inclusion in all activities, and to eliminating unlawful discrimination. The aim is for our organisation to be truly representative of all sections of society and foodbank visitors, and for each volunteer or employee to feel respected and able to give their best. Newquay Foodbank recognises, respects and values differences between individuals and engages with people as individuals recognising their different needs.

The policy's purpose is to ensure no-one is discriminated against under the Equality Act 2010 protected characteristics (see Definitions), and to oppose and avoid all forms of unlawful discrimination (see Definitions)

The term "staff members" is used in Newquay Foodbank's policies to refer to any employees, volunteers, trustees or contractors that are 'working' for the Foodbank. "Foodbank visitors" is the term used to describe the beneficiaries of the Foodbank.

All staff members of Newquay Foodbank should ensure that they understand this policy and act in accordance with its aims and objectives. If you need support in reading or understanding this policy, please speak to the Foodbank Manager in the first instance.

2. DEFINITIONS

'Protected Characteristics' refers to the characteristics outlined in the Equality Act 2010 which are:- age, disability, gender (including reassignment), marital status, pregnancy and maternity, race (including colour, nationality and ethnic or national origin), religious belief, sex and sexual orientation.

'Discrimination' is where a person is treated less favourably than another, especially on grounds of 'protected characteristics'.

'Unlawful Discrimination' grounds can include pay and benefits, terms and conditions of employment, dealing with grievances and discipline, dismissal, redundancy, leave for parents, requests for flexible working and training or development opportunities.

3. POLICY STATEMENT – STAFF MEMBERS

Newquay Foodbank is committed to provide equality, fairness and respect for all staff members and will seek to ensure that:-

All applicants have an equal opportunity whatever their personal status, except in the matter of an offending background where the criminal record history relates to the requirements of the post.

The application of any recruitment, training and promotion policies will be solely based on requirements of the role and the individual's ability and capacity to undertake that work.

Appropriate training will be provided to enable all staff members to perform their roles effectively, and everyone is encouraged to take advantage of opportunities for development training.

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 in an appropriate and accessible format

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 staff members and, if so, whether these policies or criteria are justifiable.

Care is taken to deal effectively through the Complaints policy with any complaints of discrimination, harassment or concerns regarding equal opportunities.

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.

4. POLICY STATEMENT – FOODBANK VISITORS

Newquay Foodbank are committed to the promotion of equal opportunities for all visitors whether referred to the Foodbank or visiting without referral.

Visitors referred to the Foodbank will be given fair and equal access to support according to their need as indicated by the referring agencies, and those who attend the sessions without a referral will be signposted to appropriate agencies according to their need.

Training will be given to staff members on how to best support visitors with specific needs that could make access to the Foodbank difficult. This is to ensure the utmost is done to ensure that all foodbank visitors can access the Foodbank without discrimination.

Care is taken to deal effectively through the Complaints procedure with any complaints of discrimination and harassment.

5. REVIEW

- 5.1. This policy and its implementation will be reviewed at least every three years or where significant legislative changes occur.