



Care Ashore

Equality and Diversity Policy

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All policies and procedures location	Staff office at Care Ashore
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Equality and Diversity Policy

Objects of the charity

Are, for the public benefit, to provide exclusively charitable support services and grants to:

- Those men and women who are or have been seafarers, and their dependents, who need assistance by the provision of accommodation, financial allowances or grants and in other such ways as the board think fit.
- Those men and women who are or have been seafarers and who are sick, disabled, aged or infirm or those who require rest or convalescence by the provision and maintenance of a convalescent home or rest home or in other ways as the board think fit.
- To extend its services to those persons having an appropriate connection with the sea as the board think fit, that includes potential visitors and their families to Care Ashore.

Care Ashore is committed to encouraging equality and diversity among our workforce and residents and eliminating unlawful discrimination.

The aim is for our workforce to be truly representative of all sections of society and our customers, and for each employee to feel respected and able to give their best.

The organisation - in providing goods and/or services and/or facilities - is also committed against unlawful discrimination of residents, visitors or other members of the public.

The policy's purpose is to:

- Provide equality, fairness and respect for all in our employment, whether temporary, part-time or full-time.
- Not unlawfully discriminate because of the Equality Act 2010 protected characteristics of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race (including colour, nationality, and ethnic or national origin), religion or belief, sex (gender) and sexual orientation.



- Oppose and avoid all forms of unlawful discrimination. This includes in pay and benefits, terms and conditions of employment, dealing with grievances and discipline, dismissal, redundancy, leave for parents, requests for flexible working, and selection for employment, promotion, training or other developmental opportunities. Our employees, workers, volunteers and trustees are expected to comply with the provisions of this policy to ensure that there is no discrimination in the provision of access to housing, services, employment, training and development, promotion or membership to Care Ashore services.

This policy supersedes;

- The Sex Discrimination Policy
- Equal opportunities policy
- Race equality policy
- Equal pay policy
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The organisation commits to:

- encourage equality and diversity in the workplace as they are good practice and make business sense.
- create a working environment free of bullying, harassment, victimisation and unlawful discrimination, promoting dignity and respect for all, and where individual differences and the contributions of all staff are recognised and valued.

This commitment includes mandatory training for managers and all other employees about their rights and responsibilities under the equality and diversity policy. Responsibilities include staff conducting themselves to help the organisation provide equal opportunities in employment, and prevent bullying, harassment, victimisation and unlawful discrimination.

All staff should understand that they, as well as their employer, can be held liable for acts of bullying, harassment, victimisation and unlawful discrimination, in the course of their employment, against fellow employees, customers, suppliers and the public.

- take seriously complaints of bullying, harassment, victimisation and unlawful discrimination by fellow employees, customers, suppliers, visitors, the public and any others in the course of the organisation's work activities.

Such acts will be dealt with as misconduct under the organisation's grievance and/or disciplinary procedures, and any appropriate action will be taken. Particularly serious complaints could amount to gross misconduct and lead to dismissal without notice.



Further sexual harassment may amount to both an employment rights matter and a criminal matter, such as in sexual assault allegations. In addition, harassment under the Protection from Harassment Act 1997 – which is not limited to circumstances where harassment relates to a protected characteristic – is a criminal offence.

- make opportunities for training, development and progress available to all staff, who will be helped and encouraged to develop their full potential, so their talents and resources can be fully utilised to maximise the efficiency of the organisation.
- decisions concerning staff being based on merit (apart from in any necessary and limited exemptions and exceptions allowed under the Equality Act).
- review employment practices and procedures when necessary to ensure fairness, and also update them and the policy to take account of changes in the law.
- monitor the make-up of the workforce regarding information such as age, gender, ethnic background, sexual orientation, religion or belief, and disability in encouraging equality and diversity, and in meeting the aims and commitments set out in the equality and diversity policy.
Monitoring will also include assessing how the equality and diversity policy is working in practice, reviewing it annually, and considering and taking action to address any issues.

The equality and diversity policy is fully supported by Care Ashore trustees.

Details of the organisation's grievance and disciplinary, policies and procedures can be found on site. This includes with whom an employee should raise a grievance.

Use of the organisation's grievance and/or disciplinary procedures does not affect an employee's right to make a claim to an employment tribunal within three months of the alleged discrimination.

Pay Equality

Care Ashore trustees and management are committed to the principle of equal pay for work of equal value of its employees and understands that equal pay between men and women, transgendered and non-binary people is a legal right under both UK and current European law.

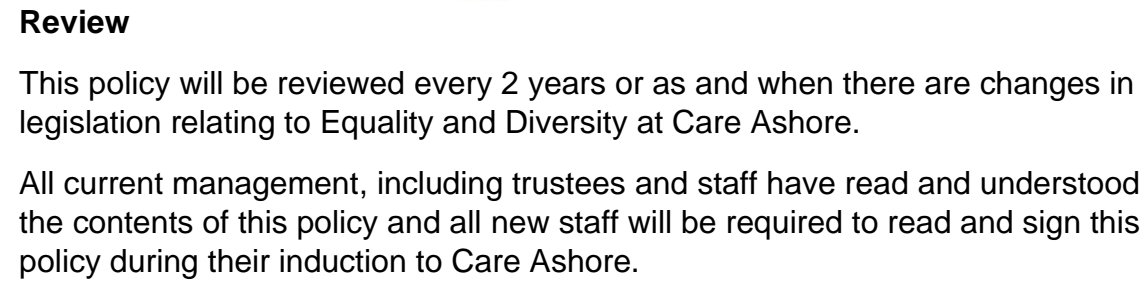
Care Ashore trustees will:

- Monitor starting pay for new staff.



- Implement regular pay reviews in line with relevant legislation.
- Implement pay freezes in the best interests of the charity when necessary for any gender.
- Provide training and guidance for those involved in determining pay.
- Inform employees of how these practices work and how their pay is determined.
- Respond to grievances on equal pay as a priority.
- Monitor pay statistics regularly.
- Monitor and review criteria for staff accommodation and how this is allocated to any gender.

Care Ashore trustees reserve the right to review pay and conditions for all employees during any contractual period in line with employment law and in the best interests of the charity.



This policy will be reviewed every 2 years or as and when there are changes in legislation relating to Equality and Diversity at Care Ashore.

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