



## Equal Opportunities and Diversity Policy

### Statement of intent:

SNN fully accept and welcome that society consists of many diverse groups and individuals and this diversity is an asset to the community. SNN also recognise that certain groups and individuals are discriminated against and we are opposed to this.

SNN recognise that we have a moral and legal responsibility to promote equal opportunities and we will pursue equality in all our work.

SNN will work to ensure that our services are provided in a way that promotes awareness of the rights and needs of people from minority groups and enables all people to access them.

SNN is a voluntary organisation. All our volunteers undertaking or supervising regulated activities with adults must have undergone a Disclosure and Barring Service check successfully before joining SNN, because of the nature of our work in the community.

### Code of practice:

SNN will take whatever steps are necessary including, if appropriate, use of the disciplinary measures laid out in the code of conduct to enforce the policy. In addition, anyone connected to SNN, service user or volunteer, who considers that he/she is suffering from unequal treatment on any grounds may use this policy to bring it to the Management Committee's attention for action.

The Management Committee shall have responsibility for the operation of this policy. However, all volunteers have a duty to do everything they can to ensure that the policy operates in practice.

### Code of conduct:

1. People will be treated with dignity and respect regardless of race, nationality, gender, sexual orientation, disability, offending background, religion or age
2. At all times people's feelings will be valued and respected. Language or humour that people find offensive will not be used, e.g. sexist or racist jokes or terminology that is derogatory to someone with a disability
3. No one will be harassed, abused, excluded or intimidated on the grounds of their race, sex, age, nationality, disability, offending background, religion or sexual orientation
4. Insulting, abusive or racist remarks will not be tolerated from anyone associated with our organisation and behaviour of this type may lead to a volunteer being asked to leave or, in the case of a service user, to withdrawal of our services
5. Incidents of harassment will be taken seriously. If the matter cannot be resolved by way of an acceptable apology and an undertaking that the offence will not be repeated, the following action will be taken:

- a. The person in question will be asked to attend a meeting with the Chairperson of the Management Committee
- b. In the case of a volunteer, action may be taken as appropriate and if deemed necessary their involvement with SNN may cease
- c. In a case involving a service user, their name may be withdrawn from our service users list.

Any directly involved person has the right to appeal against a decision made by the Management Committee who will consider that appeal before a decision is made and that decision will be final.

### **Policy Review**

This policy will be reviewed at the first meeting of the incoming Management Committee each year. It will also be reviewed in response to changes in relevant legislation, contractual arrangements, good practice or in response to an identified failing in its effectiveness.

Date adopted and approved by the SNN Management Committee.

12<sup>th</sup> June 2014