



Equality Diversity and Inclusion Policy

Camp Jojo is committed to encouraging equality, diversity, and inclusion in everything we do, and eliminating unlawful discrimination. We want everyone to feel that they belong. We value each person as an individual. We will treat everyone with dignity and respect. And we want to recognise all parts of a person's identity. We are committed to providing equal opportunities in employment and volunteering, and to avoiding unlawful discrimination. We have separate Anti-harassment and bullying and Whistleblowing policies, which deal with these issues.

1. Purpose

This policy explains our legal obligations for equality, diversity, and inclusion. The policy refers to the Equality Act 2010, and to our legal obligations. This is to make colleagues, volunteers, supporters, Trustees, and family members aware of these obligations. But we expect everyone involved in Camp Jojo's activities to act in line with our core beliefs, as outlined in our Values Statement, which goes beyond our legal obligations.

Characteristics protected by this policy

No one should be treated less favourably because of:

- **Age**
- **Disability.** This includes people who are disabled, have an impairment, condition or access need. At Camp Jojo we want our disabled colleagues, volunteers, and beneficiaries to succeed and develop in their roles without any barriers.
- **Trans and non-binary identity.** The Equality Act 2010 refers to "gender reassignment". This is a personal process rather than a medical one.
- **Marital and civil partnership status**
- **Pregnancy and maternity status.** This includes people who are pregnant, breastfeeding or have recently given birth.
- **Race.** By race we mean colour, nationality, and ethnic or national origins.
- **Religion or belief (including no religion or belief).** Any expression of religious or philosophical beliefs must be in line with Camp Jojo's policies and values.
- **Sexual orientation**

- **Sex or gender**
- **Socio-economic status or class**
- **Caring responsibilities.** This includes caring for a disabled person, older person or children, including foster children.
- **Menopause and periods.** This includes those who are experiencing menopause, perimenopause, or periods.
- **Parental leave.** This includes any form of parent leave such as adoption leave, paternity leave or shared parental leave.

2. Discrimination

At Camp Jojo we don't tolerate any form of discrimination. This includes:

- **Direct discrimination**
Direct discrimination is when you're treated differently and worse than someone else because of a protected characteristic.
- **Discrimination by association**
Discrimination by association is when someone is treated less favourably because they are linked or associated with a protected characteristic. For example, because a friend, partner, or parent has a protected characteristic.
- **Indirect discrimination**
Indirect discrimination is when there's a practice, policy or rule which applies to everyone in the same way, but it has a worse effect on some people than others.
- **Victimisation**
Victimisation is when someone treats you badly because you complain about discrimination or help someone who has been the victim of discrimination.
The Equality Act recognises you might be worried about complaining. So, you have extra legal protection when you complain about discrimination.
- **Disability discrimination**
Discrimination arising from disability is when you're treated unfairly because of something connected to your condition or impairment, rather than the condition or impairment itself.
For example, the need for regular rest breaks, or the need for specialist computer equipment.

3. Our Commitments

Camp Jojo commits to:

1. Encourage equality, diversity and inclusion in all its areas of operation We will avoid unlawful discrimination in all aspects of employment including recruitment, promotion, opportunities for training, pay and benefits, discipline, and selection for redundancy. Job descriptions will avoid any unnecessary requirements (those unrelated to effective performance) that may otherwise have deterred applicants. We will base decisions on objective criteria. We will consider making reasonable adjustments in recruitment, of both paid staff and volunteers, as well as in day-to-day employment.

2. 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 ensuring staff are informed about their rights and responsibilities under the equality, diversity and inclusion 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 and volunteers should understand they, as well as Camp Jojo, can be held liable for acts of bullying, harassment, victimisation, and unlawful discrimination, in the course of their employment, against fellow employees, volunteers or family members.

3. Take seriously complaints of bullying, harassment, victimisation and unlawful discrimination by fellow employees, volunteers family members, visitors, the public and any others in the course of the organisation's work activities.

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.

4. 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.

5. Make decisions concerning staff being based on merit (apart from in any necessary and limited exemptions and exceptions allowed under the Equality Act).

6. 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.

7. Monitor the make-up of the workforce and volunteer workforce, regarding information such as age, sex, ethnic background, sexual orientation, religion or belief, and disability in encouraging equality, diversity, and inclusion, and in meeting the aims and commitments set out in the equality, diversity and inclusion policy. This policy will be monitored annually to judge its effectiveness and will be updated in accordance with changes in the law. We will report to the board of trustees on any actions or activities undertaken to improve equality of opportunity. Any information provided by job applicants and employees for monitoring purposes will be used only for these purposes and will be dealt with in accordance with the Data Protection Act 1998.

Monitoring will also include assessing how the equality, diversity and inclusion policy, and any supporting action plan, are working in practice, reviewing them annually, and considering and taking action to address any issues.

5. Breaches

We take any breach of this policy very seriously. Some breaches may break the law. We take clear and strong action to manage breaches.

This will be guided by our Anti-harassment and Bullying policy. If you are found to have breached this policy, we will deal with this matter as a case of possible misconduct or gross misconduct. For staff, this will be dealt with under our disciplinary procedure, led by the HR committee. A member of staff should raise a grievance – usually with their line manager.

For volunteers, breaching this policy could result in the volunteering agreement ending and them being asked to leave their volunteer position. It may also mean the volunteer is not able to volunteer in future.

For Trustees and Board members breaches of this policy will follow the guidance in the Code of Conduct.

Review date

This document was last reviewed on: 04/0724.....

This policy was reviewed and agreed and minuted at the Board meeting on...04/07/24.....

Next review due on:...03/07/25.....