



yelabus Equality Diversity Inclusivity Policy

Statement

yelabus ("the Charity") is committed to the principle of equal opportunities.

In implementing this Policy the Charity accepts the statutory requirements laid down in the Race Relations Act, Sex Discrimination Act, Employment Equality (Religion or Belief) Regulations, Employment Equality (Sexual Orientation) Regulations, Employment Equality (Age) Regulations, Equal Pay Act and the Disability Discrimination Act.

The Charity objective is to ensure that individuals are selected, promoted and otherwise treated solely on the basis of their relevant aptitudes, skills and abilities.

Employment Practice:

The Charity aims to be an equal opportunities employer and to ensure that no job applicant, employee (which term shall include volunteers) receives less favourable treatment on the grounds of any factors irrelevant to a person's ability to do a job.

Service Delivery

The Charity seeks to ensure that its services are accessible to all sections of the community.

Definitions

The Charity understands **discrimination** to be unfavourable treatment of an individual or group of individuals.

The Charity will not condone **direct or indirect discrimination, harassment or victimisation**.

Policy Management and Delivery Mechanisms

1. Responsibility for Implementation

The Charity Trustees have ultimate responsibility for this policy. All Trustees shall seek to ensure the policy is followed.

2. Structure for Implementing the Policy

All employees and Trustees will be informed that this policy exists and they will be bound to comply with its requirements. The policy will also be drawn to the attention of members of the Charity, funding agencies, job applicants, employees and where appropriate, users. The Charity Trustees will keep abreast of developments in good practice.

3. Obligations of Employees

The employees have the responsibility for successfully meeting these objectives.

4. Procedure for Dealing with Complaints of Discrimination

The Charity Trustees (or a sub-committee thereof) will deal with complaints about discrimination, harassment, victimisation and bullying involving staff or users. Any complaint received will be passed to **two** Trustees for investigation, and seeking to ensure that if there is an appeal on any initial findings there remain two other Trustees who may undertake the appeal hearing.

5. Personal Data

The Charity may ask clients using services, job applicants, employees and committee members for information about their ethnic origin, disability, marital status, age or other personal information, but will only do this for a specific defined purpose, such as collecting statistical data for funders, for research, or their own monitoring to evaluate the impact of this policy.

6. Policy Review

This policy should be reviewed every two years or on change of Chairman of Trustees and each review should be evidenced by signature and date below.

Signed..... *KL R Whitbread*

Dated *10/2/26*