



Policy approved date	August 2022
Responsible Trustee	Sarah Porter (Secretary)
Review date	August 2024

Equality Diversity and Inclusion Policy

Purpose

Abbey Physic Community Garden (APCG) is committed to supporting and promoting Equality, Diversity and Inclusion (EDI). This includes tackling all forms of discrimination and inequality in both the workplace and the services we provide. This commitment is embraced by our Board of Trustees and informs all our activities and their impact on our members, employees, volunteers, and other stakeholders.

The aim of the policy is to create a positive culture throughout APCG, where equality, diversity, inclusion, and respect are core values and at the centre of all our activities.

We will:

- work towards the elimination of all forms of discrimination
- make sure employees, volunteers, and trustees are engaged with the objectives of this policy
- encourage positive action to overcome disadvantage and discrimination
- ensure equality, diversity and inclusion is promoted through our work, both internally and externally.

Protected Characteristics

APCG recognise the protected characteristics of age, disability, trans identity (including gender identity and gender expression), marriage and civil partnership, pregnancy and maternity, race, religion and belief (including lack of belief), sex, and sexual orientation.

We also recognise that other factors can impact on someone's opportunity to access services these include things such as deprivation, written language skills, and neurodiversity. We recognise the intersectionality of discrimination, and that people can experience discrimination because of more than one protected characteristic or other factors. We endeavour to acknowledge and understand the diverse experiences of our staff, volunteers and members. We aim to provide services that are free of judgement and that are tailored to the needs of the individual.

Objectives

APCG is committed to creating an inclusive environment in which individual differences and the contributions of our employees, trustees and volunteers are recognised and valued.

We will:

- create a working environment that promotes dignity and respect for all
- demonstrate a zero-tolerance approach to discrimination, bullying and harassment on the grounds of age, disability, trans identity (including gender identity and gender expression), marriage and civil partnership, pregnancy and maternity, race, religion and belief (including lack of belief), sex, and sexual orientation in employment, volunteering and service delivery
- implement inclusive recruitment practices
- ensure development and progression opportunities are available to all



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- regularly review service provision to ensure it is accessible, fair and appropriate to all groups within society
- provide information and training to all employees, trustees and volunteers to ensure that they are fully aware of EDI issues and their responsibilities relating to these areas
- regularly monitor and review this policy to ensure that inclusive practice is embedded.

APCG is committed to developing and maintaining a workplace culture of inclusivity and respect. Any discriminatory behaviour demonstrated by employees, volunteers, members or trustees will be appropriately challenged in a polite and constructive manner and where necessary further action will be taken.

Reasonable adjustments

Under the Equality Act 2010 employers and organisations have a responsibility to make sure that disabled people can access employment and services as easily as non-disabled people. This is known as the 'duty to make reasonable adjustments'.

Disabled people can experience discrimination if an employer or organisation doesn't make a reasonable adjustment. This is known as a 'failure to make reasonable adjustments'. APCG is committed to supporting all disabled staff, volunteers and service users and wherever possible will ensure reasonable adjustments are put in to place for those that need them.

Breaches of policy

All complaints of discrimination will be sensitively investigated and, if proven, will result in appropriate action for the perpetrator. Any employee or volunteers found to be in breach of this policy could be subject to disciplinary action and/or their continued engagement with APCG would be seriously considered.

The Garden Manager will investigate all complaints of discrimination unless the complaint is made against them, in which case a nominated Trustee will investigate the complaint. If a Trustee has a complaint made against them they will be investigated by the Chair in the first instance or the Secretary. The Trustees will be made aware of any complaint of discrimination in order to monitor and make sure that this policy is followed.

Responsibilities

All staff, volunteers, members and trustees must adhere to this policy. In the case of employment, adherence to this policy will be a condition of employment.

The Garden Manager and the Chair of Trustees are accountable for ensuring the policy is implemented.

All employees, volunteers and trustees should

- act in ways that respect and value the diversity of others.
- not discriminate unfairly against members, volunteers or other visitors to the garden.
- challenge and report any behaviour towards a colleague or member that could be interpreted as discriminatory.
- understand what is expected of them in terms of their performance, their behaviour and their conduct towards others.
- set a positive example at all times.