



## JustUs Equality and Diversity Policy

### 1. General Statement

- 1.1. JustUs is committed to achieving equal opportunities in the services it provides. No user of JustUs services, contractor, trustee or volunteer should receive less favourable treatment because of gender, ethnic origin, age, race, disability, religion, sexual orientation, pregnancy / maternity and marital status, non-relevant offending history, non-relevant housing history.
- 1.2. As a provider of a service to the community, JustUs accepts the responsibility to promote equal opportunities and challenge discrimination wherever it occurs. This document sets out the main consequences of this commitment and the action to be taken in order to achieve equal opportunities.
- 1.3. It is the responsibility of all JustUs contractors, trustees, members and volunteers to ensure that no other JustUs client, contractor, trustee, member or volunteer receives less favourable treatment than any other on the grounds stated in point 1 of this policy.
- 1.4. JustUs recognises that some users of its service may, because of their past or present distress or illness, say or do things which would otherwise be unacceptable and incompatible with JustUs' Equal Opportunities Policy. JustUs will do all it can to challenge such behaviour. In cases where constructive intervention is possible, a constructive approach will be adopted which aims to alter attitudes and behaviour while maintaining support for the distressed person. In cases where there is an identifiable victim, the victim should be supported to express their views and those views should be taken into account when taking remedial action.
- 1.5. The trustees of JustUs will review this policy every three years.

### 2. Responsibility

- 2.1. The trustees of JustUs have overall responsibility for the effective operation of this policy. However, all volunteers and contractors have a duty as part of their involvement with JustUs to do everything they can to ensure that the policy works in practice.
- 2.2. JustUs will bring to the attention of all volunteers, contractors and trustees the existence of this policy, and will provide such training as is necessary to ensure that the policy is effective and that everyone is aware of it.
- 2.3. Those responsible for recruiting contractors, trustees and volunteers to operate in JustUs projects are responsible for ensuring that they are aware of JustUs' Equal Opportunities Policy and adhere to it while working as JustUs volunteers.

- 2.4. Every effort will be made to ensure that the services offered by JustUs reflect the composition of the community it serves. JustUs is committed to encouraging access from under-represented groups.
- 2.5. If any member or volunteer feels that they have been, or are being discriminated against, in any way, they are entitled to pursue the matter with the JustUs trustees.
- 2.6. All instances or complaints of discriminatory behaviour will be treated seriously.
- 2.7. Complaints or allegations of an unfounded or malicious nature will also be treated as serious

### **3. Disabled Access**

- 3.1. JustUs will endeavour to ensure, as far as is practicable, that any of the premises it uses have disabled access. When considering using premises, every effort will be made to ensure such premises are fully accessible.

### **4. Use of Language**

- 4.1. Trustees, workers, volunteers and members should avoid and challenge the use of language which, in any way, belittles:
  - 4.1.1. disabled groups and / or individuals with special needs
  - 4.1.2. any race, culture or religion
  - 4.1.3. a person's sexual orientation
  - 4.1.4. women and / or men
  - 4.1.5. any factor related to age
- 4.2. Where the language used has a personal impact on others, and it has been made clear to the person concerned that their use of such language is unwelcome, and / or offensive, disciplinary action may be taken in relation to it.
- 4.3. All materials used or developed by JustUs will be judged in the light of the promotion of equal opportunities, and those considered to be discriminatory will not be used.

### **5. Sexual Harassment**

- 5.1. No trustee, worker, volunteer or contractor should be subject to sexual harassment.
- 5.2. This is interpreted as unwanted behaviour of a sexual nature including:
  - 5.2.1. verbal abuse
  - 5.2.2. sexual abuse
  - 5.2.3. physical contact
  - 5.2.4. repeated remarks which an individual finds offensive
- 5.3. If it has been made clear to the person concerned that their behaviour is unwelcome, and they persist with it, or if the behaviour is in any way inappropriate, then the member or volunteer who is the recipient of the behaviour will be entitled to make a formal complaint and could result in disciplinary action for any perpetrator.

### **6. Equal Opportunities Monitoring**

6.1. The Trustees will monitor JustUs' equal opportunities progress, development and practice.

Adopted: June 2015  
Last Reviewed January 2018  
Next Review date: January 2021