

St Peter's Church

Growing in love for God, each other, and the world

Equality, Diversity, and Inclusion Policy

Policy & Purpose

St Peter's Church is committed to encouraging equality, diversity, and inclusion among our workforce and Volunteers, eliminating unlawful discrimination.

We aim to be an inclusive organisation, committed to providing equal opportunities throughout employment including pay and benefits, terms and conditions of employment, dealing with grievances and discipline, requests for flexible working, recruitment and selection, training and development of employees, promotion and to pro-actively tackle and eliminate discrimination.

We are committed to not unlawfully discriminate because of the Equality Act 2010 protected characteristics of:

- age
- disability
- gender reassignment
- marriage and civil partnership
- pregnancy and maternity
- race (including colour, nationality, and ethnic or national origin)
- religion or belief
- sex
- sexual orientation

The aim is for our workforce to be truly representative of all sections of society and our customers, and for each employee to feel respected and able to give their best.

The organisation, in providing services, is also committed against unlawful discrimination of customers or the public.

This equality, diversity and inclusion policy is fully supported by senior management.

Definitions

Equality

Equality is about ensuring that every individual has an equal opportunity and is not treated differently or discriminated against because of their characteristics. It is about

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fairness - not about treating everyone in the same way but recognising that everyone's needs are met in different ways.

Diversity

Diversity is about recognising difference, both visible and non-visible and recognising and accepting that harnessing these differences creates an environment where everyone feels valued. A diverse approach aims to recognise value and manage differences to enable all employees to contribute and realise their full potential.

Inclusion

Inclusion means to ensure everyone feels valued at work. About positively striving to meet the needs of different people and taking deliberate action to create environments where everyone feels respected and able to achieve their full potential.

Organisation Commitment

St Peter's Church commits to:

- Encourage equality, diversity and inclusion in the workplace.
- Creating 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.
- Training managers and all other employees about their rights and responsibilities under the equality, diversity and inclusion policy.

All staff should understand they, as well as their employer, can be held liable for acts of bullying, harassment, victimisation and unlawful discrimination, in the course of their employment, against fellow employees, customers, suppliers and the public

- Take seriously complaints of bullying, harassment, victimisation and unlawful discrimination by fellow employees, customers, suppliers, visitors, the public and any others in the course of the organisation's work activities.

Such acts will be dealt with as misconduct under the organisation's grievance and/or disciplinary procedures, and appropriate action will be taken. Particularly serious complaints could amount to gross misconduct and lead to dismissal without notice.

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.

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- 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.
- Decisions concerning staff being based on merit (apart from in any necessary and limited exemptions and exceptions allowed under the Equality Act).
- Review employment practices and procedures when necessary to ensure fairness and update them and the policy to take account of changes in the law.

Recruitment and Selection

We recognise that our employees are vital to the smooth running of the Church. The following should apply whenever recruitment or selection takes place:

- A variety of methods are used with an aim of encouraging a diverse range of applicants.
- Questions at interview will relate to the requirements of the role.
- Reasonable adjustments are put in place to enable a disabled candidate, who meets the criteria, to attend an interview.
- Records are kept, for a reasonable length of time, for both successful and unsuccessful candidates.

Monitoring

We will monitor the policies and procedures to ensure the effectiveness of this policy.

All applicant and employee data used for monitoring of this policy is kept in line with our Data Protection Policy and the requirements of GDPR and the Data Protection Act.

Grievances

Details of the church grievance policies and procedures can be found in St Peter's Church grievance policy. This includes with whom an employee should raise a grievance – usually their line manager.

Use of the organisation's grievance and/or disciplinary procedures does not affect an employee's right to make a claim to an employment tribunal within three months of any alleged discrimination.

Occupational Requirements

Some roles may require the role holder to be a practising Christian. In order for this to be the case, there would need to be a justifiable reason why a non-Christian could not fulfil the role. Examples of this is where the role holder would be required to pray with employees or service users. If you have any questions regarding this, please seek specialist advice before advertising the role.