

Kingsmeadow @ MadeForever: Equality, Equity, Diversity and Inclusion Policy

Introduction and aims of the policy

The aim of this policy is to set out clearly and fully the action Kingsmeadow @ MadeForever (K@M4E) will take to combat direct and indirect discrimination in our organisation and the services we provide.

Equality

We are committed to ensuring that every individual has equal opportunities within our charity. By being conscious of and actively challenging bias or prejudice, we make sure that no one is treated less favourably because of who they are or what makes them different from other people. This includes a proactive approach to be aware of the visible and invisible barriers that people face.

Equity

Equity means treating people in ways that make sure they are not unfairly prevented from accessing resources and opportunities nor that others have an unfair advantage. Simply providing the same opportunities to everyone is not an effective way to create equality of outcomes.

Diversity

Diversity means having differences within our charity. Diversity recognises that we are all different in many ways. Our charity aims to be reflective of the society we live in and within the community that we serve.

Inclusion

Inclusion means being proactive in ensuring that people of different backgrounds, identities and experiences feel welcomed within our charity and within our community. All people should feel welcome and able to be their full selves within our charity and our community.

K@M4E is the hub of the community. We aim to prevent isolation, working with individuals, families and young people facing multiple challenges. We want K@M4E to have an atmosphere of friendship, respect, and care for each other. In particular, we treat everyone equally and are inclusive towards everyone, regardless of age, disability, gender reassignment, marriage or civil partnership, pregnancy or maternity, race, religion or beliefs, sex, or sexual orientation.

The organisation will do all it can to ensure it recruits, trains, and promotes people based on qualifications, experience, and abilities for all roles within the organisation. This policy is designed to ensure that K@M4E complies with its obligations under

equality legislation and demonstrates our commitment to treating people equally and fairly.

K@M4E is unreservedly opposed to any form of discrimination on the grounds of Protected Characteristics as defined in the Equalities Act 2010; these are

1. age
2. disability
3. gender reassignment
4. marriage or civil partnership
5. pregnancy and maternity
6. race
7. religion or belief
8. sex
9. sexual orientation

Using fair and objective employment practices, the organisation aims to ensure that

- all employees and potential employees are treated fairly and with respect at all stages of their application and employment
- all employees, volunteers and service users have the right to be free from harassment and bullying of any description, or any other form of unwanted behaviour. Such behaviour may come from other employees or by people (third parties) who are not employees of K@M4E, such as customers or clients
- all employees, volunteers and service users have an equal chance to contribute and to achieve their potential, irrespective of any defining feature that may give rise to unfair discrimination
- all employees, volunteers and service users have the right to be free from discrimination because they associate with another person who possesses a Protected Characteristic or because others perceive that they have a particular Protected Characteristic, even if they do not.

Scope of the policy

The policy applies to our employees, volunteers, service users, and all centre users.

The policy applies to all stages of employment including recruitment and selection, promotion, and training.

Responsibilities

All staff and volunteers have a responsibility for ensuring they offer everyone an environment where they feel safe and respected. Any acts of discrimination and the actions taken should be recorded by the Operations Lead and reported to the Chief Officer for further action.

Responsibility for approving the policy and monitoring that it is being followed rests with the Chief Officer and the Board of Trustees.

Implementation of the policy

All staff, trustees and volunteers will be involved in creating an equality environment and one that values diversity and inclusion.

Communications

We will provide training to help our employees and volunteers understand how discrimination occurs and how to prevent it. We will make sure that our policy and approach to equality and diversity is known to everyone who uses our services and building.

Accessibility

We want our events, activities, and services to be accessible to everyone and will assess requirements to ensure we meet the needs of everyone.

We aim to organise a range of events and activities to suit the interests and meet the needs of a wide variety of people. We are open to new ideas and ways of working.

Reporting discrimination/potential discrimination

Employees and volunteers and service users who feel that they have suffered any form of discrimination should raise the issue through the following means:

They should raise their concerns with the Operations Lead, who will investigate the complaint and report to the Chief Officer if it cannot be resolved at that level.

If the complaint is against a particular individual, this person will have the opportunity to express their point of view. The person making the complaint will also have the opportunity to speak in a safe environment about their point of view. Both parties can choose to be accompanied by a person of their choice during their interview.

If the complaint is against K@M4E as a whole, the Chief Officer will work with the Board of Trustees to understand what has happened and to ensure that such discrimination is not repeated in the future.

K@M4E can decide to exclude someone due to discriminatory or harassing behaviour. In such cases, the Chief Officer will discuss the exclusion with the Board of Trustees who will decide whether the exclusion is permanent or time limited. If the discrimination is from an organisation or individual who has rented space at K@M4E the trustees can also decide to exclude any future hire. K@M4E will support people who feel they have been harassed or discriminated against and will not victimise or treat them less well because they have raised this.

Employees/volunteers/service users should also use this approach if they feel that they have been the subject of harassment from someone who is not an employee of K@M4E. K@M4E will not tolerate any harassment from third parties towards its employees/volunteers/service users and will take appropriate action to prevent it happening again.

If an employee/volunteer/service user witnesses behaviour that they find offensive in relation to age, marriage or civil partnership, pregnancy and maternity, disability, gender reassignment, race, religion or belief, sex, or sexual orientation, even if it is not directed at them, they should also use this procedure.

Prevent

K@M4E has always promoted a multi-cultural environment where respect for and tolerance of others beliefs is required. The responsibility for ensuring our Prevent Duty is met and carrying out risk assessment lies with the safeguarding lead. We will follow government guidance and as necessary liaise with the local police and local authority.

Review

This policy will be reviewed at least every 2 years by the Chief Officer and Board of Trustees, to ensure that it remains up to date and reflects the needs and practices of the organisation.

The policy may also be reviewed if legislation changes or if monitoring information suggests that policy or practices should be altered.

Date of last policy review 31st March 2026

Date of next review March 2028