Equality and Diversity Policy

Review schedule	Every three years
Last review	November 2026
Next review due	November 2029
Owner	Emma Pears

SELFA is committed to eliminating discrimination and encouraging diversity amongst employees and volunteers. Our aim is to be truly representative of all sections of society and for each employee to feel respected and able to give their best.

The purpose of this policy is to provide equality and fairness for all in our employment and not to discriminate on grounds of gender, marital status, race, ethnic origin, colour, nationality, national origin, disability, sexuality, religion or age. We oppose all forms of unlawful and unfair discrimination.

All employees and volunteers, whether part-time, full-time or temporary, will be treated fairly and with respect. Selection for employment, promotion, training or any other benefit will be on the basis of aptitude and ability. All employees will be helped and encouraged to develop their full potential and the talents and resources of the workforce will be truly utilized to maximize the efficiency of the organization.

Our Commitment:

- To create an environment in which individual differences and the contributions of all our staff are recognized and valued.
- Every employee and volunteer is entitled to a working environment that promotes dignity and respect to all. No forms of intimidation, bullying or harassment will be tolerated.
- SELFA is committed to taking proactive steps to prevent bullying, harassment and sexual harassment and will periodically review associated risks and control measures. Concerns relating to bullying, harassment or sexual harassment will be managed in accordance with SELFA's Harassment, Bullying and Sexual Harassment Policy.
- Training, development and progression opportunities are available to all.
- Equality in the workplace is good management practice and makes sound business sense.
- We will review all our employment practices and procedures to ensure fairness.
- Breaches of this policy may result in appropriate action being taken, including disciplinary procedures for employees or the termination of a volunteer placement.
- This policy is fully supported by the board of Trustees.
- The policy will be monitored and reviewed annually.

Change Record

Date of change:	Changed by:	Comments
April 2025	Emma Pears	Reviewed
Nov 2026	Rosie Hall	Amendments to make clearer reference to harassment, bullying and sexual harassment.