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|  | **woodpecker court** **EQUAL OPPORTUNITIES POLICY** |  |
| **Woodpecker Court operates under a strict Equal Opportunities Policy.** |
| Below is a copy of this policy for the organisation: |
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| **Statement of Equal Opportunity Policy** |
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| **1.** | **Woodpecker Court** is fully committed to the principle of equal opportunities in recruitment and employment and opposes all forms of unlawful or unfair discrimination including those on the grounds of: * age
* disability
* ethnic or national origin
* HIV status
* marital status
* nationality (including citizenship)
* race
* religion
* sex
* sexual orientation
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| **2.** | **Woodpecker Court** aims to treat all employees with dignity and respect and provide a working environment free from all discrimination.  It will conduct its affairs at all times in a manner that is consistent with this aim. |
| **3.** | **Woodpecker Court** believes that it is in the organisations best interests, and of those that work in it, to ensure that the human resources, talents and skills available throughout the country are considered when employment opportunities arise. |
| **4.** | To this end, within the framework of the law, **Woodpecker Court** is committed to achieving and maintaining, whenever practicable, a workforce which broadly reflects the entire country. |
| **5.** | Every possible step will be taken to ensure that employees and job applicants are treated equally and fairly and that decisions on recruitment, selection, training, promotion, pay and career management are based solely on objective and job related criteria. |
| **6.** | Criteria for dismissal, including redundancy, will be solely those consistent with the provisions of **Woodpecker Court** Disciplinary and Dismissals Procedure and the Employment Stability Policy. |
| **7.** | **Woodpecker Court** will comply both with the spirit as well as the letter of legislation\*.  The existence of law cannot of itself ensure that any policy of non-discrimination will work effectively - it is up to the Management, and employees themselves to promote equality of opportunity for everyone.Individual employees, therefore, at all levels are responsible for ensuring that their own conduct, in the exercise of **Woodpecker Court** affairs, is consistent with this equal opportunities policy.  In particular they must not: * discriminate against colleagues, other employees or job applicants, or harass them;
* induce, or attempt to induce, other employees to practice unlawful discrimination;
* victimise individuals who have made allegations or complaints of discrimination, or provided information about such discrimination.
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| **8.** | Management and supervisors at all levels are expected to set an example in non-discriminatory behaviour and to ensure, as far as reasonably practicable, that employees act in accordance with this policy. |
| **9.** | **Woodpecker Court** supports the principle and use of monitoring to ensure the effective operation of the policy.  This will be carried out by the quality manager & HR manager. All monitoring will respect the confidentiality of the individuals concerned. |
| **10.** | **Woodpecker Court** will treat seriously any breaches of this policy and all instances of actual, or alleged inappropriate behaviour, will be fully investigated and may be subject to **Woodpecker Court’s** disciplinary procedures. |
| **11.** | Grievances concerning discrimination will be investigated in accordance with **Woodpecker Court’**s normal Grievance Procedure. |
| **12.** | **Woodpecker Court** will identify any scope for the provision of training and encouragement to assist in overcoming barriers to progression and appointment. |
| **13.** | In order to achieve effective implementation of the policy, **Woodpecker Court** will ensure that this Policy Statement is bought to the attention of all employees. |
|  | **\* Legislative references** |
|   | * The Sex Discrimination Acts 1975 and 1986
* The Race Relations Acts 1976
* The Disabled Persons (Employment) Acts 1944 and 1958
* Equal Pay Act 1970 and Equal Pay (Amendment) Regulations 1983
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