

Equality of Opportunity Statement

Charles Edward Limited is committed to promoting equality of opportunity for the benefit of all and reflecting the diversity of the personnel employed by or contracted to the Company. It is part of the Company's ethos to respect and value each person as an individual human being, each with their own gifts and challenges.

Inclusion is a right to be included. We believe in the principle that inclusion is the right for everyone. We ensure that every person:

- Is valued as a unique individual
- Feels safe in the workplace
- Has equal chance to work and develop
- Has the opportunity to participate equally
- Feels strong and confident about their work.
- Is given opportunity to communicate in their preferred format
- Has their known individual needs met
- Has the right to their individual needs to remain personal

The Company recognises the protected characteristics as detailed in the Equality Act 2010 and is opposed to all forms of discrimination both direct and indirect against any person or group of people on the grounds of race, gender, faith, disability, age, sexual orientation or sexual representation.

The Company management recognise their responsibilities in our culturally diverse industry and showing, by example, the value of respect for each other, as well as self-respect. The Company also recognises the opportunity to demonstrate this commitment as an employer.

Equal Opportunities Policy

1. The fundamental British values of democracy, rule of law, Individual liberty, mutual respect and tolerance for those with different faiths and beliefs are at the heart of the Company's equal opportunities policy
2. Charles Edward Limited staff will not accept behaviour, slogans or clothing which are likely to condone discrimination or hatred
3. Charles Edward Limited will not condone stereotyping in any form and will address such behaviour among personnel and contractors seriously
4. The Company aims to provide an appropriate and supportive working experience for all persons, whatever their colour, origin, culture, gender, religion or ability. The Company has high expectations of all personnel
5. The Company is committed to a policy of treating all people as equal individuals and therefore of respecting each person as a valuable human being, each with his or her own gifts and challenges
6. The Company aims to provide personnel with the opportunity to work in an environment free of prejudice. Every opportunity within the Company will be used to create and enhance respect, tolerance and support for all human beings in all their diversity and richness and in particular for each member of the Company community. It is the responsibility of Company management to ensure that their conduct with reflects this responsibility at all times

Charles Edward Limited aims to support the creation of an environment that will:

1. Eliminate unlawful, direct and indirect discrimination and promote equality of opportunity
2. Ensure that no employee or job applicant receives less favourable treatment on grounds of ethnic origin, colour, disability, creed, marital status, nationality, race, religion, culture, gender, gender representation or sexual orientation
3. Have regard to equal terms for men and women in employment in accordance with the EC Equal Terms Directive, 2002/73/EC (or any UK equivalent)
4. Have regard to Sex Discrimination (Gender Reassignment) regulations which prevent discrimination against transsexual people in employment and vocational training
5. Eradicate racial, religious or sexual harassment and discrimination on the basis of disability and sexual orientation or gender representation
6. Value, celebrate and learn from the cultural diversity of its personnel.

To achieve the above the Company will use the following guidelines in recruitment and when considering professional development for existing staff:

1. Posts will routinely be advertised
2. All those involved in recruitment and selection will be aware of what they should do to avoid discrimination and ensure equality good practice through the recruitment and selection process
3. Advertisements and job specifications will all carry a statement that this Company is an Equal Opportunities employer, and welcomes applications for all posts from appropriately qualified persons regardless of sex, race, religion, disability or age
4. People with disabilities will be offered facilities at interviews to enable them to demonstrate their suitability for employment
5. Candidates for vacant posts will be assessed against relevant criteria only, i.e. skills, qualifications and experience in selection for recruitment
6. Access to opportunities for professional development will be monitored on equality grounds.
7. Equalities policies and practices will be covered in all staff inductions
8. All supply staff will be made aware of equalities policies and practices
9. Employment policy and procedures will be reviewed regularly to check conformity with legislation and impact
10. People becoming disabled while in employment will be given positive help to retain their jobs or to be considered for redeployment if that is necessary and feasible.

Policy Approval and review

This policy has been approved by Dale Hardwick, Director on 1st July 2021

A handwritten signature in black ink that reads 'Dale Hardwick'.

Policy review frequency: Annual