

EQUALITY AND DIVERSITY POLICY

Lite-Waves Therapeutic Education aim to treat all employees and job applicants fairly and equally regardless of their sex, sexual orientation, marital status, race, colour, nationality, ethnic or national origin, religion, age, disability, marital status or union membership status. Furthermore, Lite-Waves Therapeutic Education will ensure that no requirement or condition will be imposed without justification which could disadvantage individuals purely on any of the above grounds. We oppose all forms of unlawful and unfair discrimination.

The policy applies to recruitment and selection, terms and conditions of employment, including pay, promotion, training and transfer, and every other aspect of employment. Lite-Waves Therapeutic Education will regularly review its procedures and selection criteria to ensure that individuals are selected, promoted and otherwise treated according to their relevant individual abilities and merits.

Lite-Waves Therapeutic Education is committed to the implementation of this policy and to a programme of action to ensure that the policy is, and continues to be, fully effective. The overall responsibility for the policy lies with the management board.

However, all members of staff are required to comply with the policy and to act in accordance with its objectives so as to remove any barriers to equal opportunity. Any act of discrimination by employees or any failure to comply with the terms of the policy will result in disciplinary action.

All employees supported and encouraged to develop their full potential. All talents and resources of the workforce will be fully utilised to maximise the efficiency of the organisation.

-Our commitment:

- Employees are entitled to work in an environment which promotes dignity and respect to all. No form of intimidation, bullying or harassment will be tolerated by members of staff or users of the Lite-Waves Therapeutic Education services.
- We promote good management practice through enforcing the implementation of our diversity and equality in the workplace policy.
- Breaches of our diversity and equality policy will be regarded as misconduct and could lead to disciplinary proceedings
- This policy is fully supported by the Lite-Waves Therapeutic Education management board
- The policy will be monitored and reviewed annually

-Implementation:

This policy will be implemented within the framework of the relevant legislation, which includes:

- Equal Pay Act 1970 (Equal Value Amendment 1984)
- Rehabilitation of Offenders Act 1974
- Sex Discrimination Act 1975 (Gender Reassignment Regulations 1999)
- Race Relations Act 1976
- Disability Discrimination Act 1995
- The Protection from Harassment Act 1997

- Race Relations (Amendment) Act 2000
- Race Relations Act 1976 (Amendment) Regulations 2003
- Employment Equality (Sexual Orientation) Regulations 2003
- Employment Equality (Religion or Belief) Regulations 2003
- Disability Discrimination Act 2005
- Employment Equality (Age) Regulations 2006

In the event of a member of staff or programme user raising concerns of being treated unfairly on the grounds listed above, the matter will be investigated promptly by the Management Board, the relevant programme coordinator, the senior therapeutic educator and at least one therapeutic educator. If there is sufficient evidence of mistreatment, the employee(s)'s work with Lite-Waves Therapeutic Education will be terminated. This policy applies to all members of staff, whether paid or unpaid full-time or part-time.