
4. Equality and Safeguarding Policy



1. Equal opportunities

Action 21 aims to ensure that all its employees, volunteers, recruitment applicants and customers are treated fairly and equally, irrespective of age, disability, gender reassignment, marriage/civil partnership, pregnancy/maternity, race/ethnic origin, religion/belief, sex/sexual orientation.

- 1.1 There shall be no discrimination to any employee whether they are working full time, part-time or on fixed term contracts. Recruitment, promotion, training, development and redundancy shall be determined on capability and merit only.
- 1.2 All members of staff have personal responsibility for the practical application of this policy, which applies to the treatment of volunteers, customers, suppliers and the general public as well as fellow employees.
- 1.3 Any employee or volunteer committing an act of unfair discrimination shall be subject to disciplinary action according to Action 21's Disciplinary Rules and Procedures.
- 1.4 In the event that a member of staff or volunteer considers that they have been the subject of discrimination, or any form of harassment or victimisation, Action 21's Grievance Procedure will apply.

2. Safeguarding

Action 21 recognises it has a duty of care to safeguard all volunteers from harm and strives to ensure the safety and protection of all children, young people, and otherwise vulnerable volunteers involved in any of the charity's activities.

- 2.1 The aim of this policy is to promote good practice by providing all volunteers with appropriate safety and protection and by allowing all staff and volunteers to make informed and confident responses to specific safeguarding issues.
- 2.2 A DBS check is carried out when appointing staff and they are made aware of the potential dangers that may affect vulnerable volunteers. Volunteers are encouraged to report any incidents of concern to a member of staff.
- 2.3 Action 21 will respond immediately to any aspect of concern relating safeguarding and will ensure that:
 - the welfare of the volunteer is paramount;
 - all volunteers are protected from abuse whatever their age, disability, gender reassignment, marriage/civil partnership, pregnancy/maternity, race/ethnic origin, religion/belief, sex/sexual orientation;
 - any suspicions or allegations of abuse and poor practice will be taken seriously and responded to swiftly and appropriately.

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