

1. Equality and diversity

Equality of opportunity means that an individual's diversity is viewed positively and in recognising that everyone is different, valuing equally the contribution that individual's experience, knowledge and skills can make.

Betheny Nursing Care Services is committed to being an organisation which is promoting diversity and is anti-discriminatory. Where everyone's diversity is valued and appreciated and in recognising that everyone is different, valuing the unique contribution that individual's experience, knowledge and skills can make in delivering service goals.

This is achieved when:

- Recruiting, developing and retaining a workforce that is able to deliver high quality services that are accessible, responsive and appropriate to meet the diverse needs of different types of Clients and their Service Users.
- Ensuring that Betheny Nursing Care Services is a fair employer achieving equality of opportunity and outcomes in the workplace.
- Ensuring that Betheny Nursing Care Services uses its influence and resources as an Employer to make a difference to the life opportunities and the health of the customers of the Clients and Employees.

Equality Act 2010

This policy aims to briefly reflect Equality and Diversity Act 2010 and describe the relating responsibilities.

Everyone who works for Betheny Nursing Care Services or applies for work, must be treated fairly and valued equally as described under the Equality Act 2010 where all recruitment process, conditions of service, job requirements and learning and development opportunities must fit with the needs of the service and those who work in it regardless of their age, disability, race, nationality, ethnics or national origin, gender, religious beliefs, sexual orientation, domestic circumstances, social and employment status, HIV status, gender reassignment, political affiliation or trade union membership.

Betheny Nursing Care Services is also committed to enabling each member of Staff to achieve his or her full potential in an environment characterised by dignity and mutual respect.

Betheny Nursing Care Services as a provider of healthcare professionals for the community is committed to encouraging supporting contributions from all parts of the community and seeks to dismantle barriers that prevent equality of access to employment, promotion and development for all.

The Company recognises that any Employee may wish to change their gender, has undergone or is undergoing gender reassignment during the course of their employment and offers support and protection against any discrimination throughout this process or when required.

Management Team Responsibilities

The Management team is responsible for providing leadership to the Staff in the promotion of equality and diversity.

All Betheny Nursing Care Services management and Consultants are responsible for:

- Making clear that the Employees of Betheny Nursing Care Services policy on equality and diversity and all supporting policies in relation to both employment and service issues.
- Promoting equality and diversity by their behaviour and action.
- Ensuring that complaints under this policy are dealt with in a fair and consistent manner.

All Staff Responsibilities

All Betheny Nursing Care Services staff are responsible for:

- Co-operating with measures introduced by managers to ensure equal opportunities and non-discrimination and that all people have equality of the access to service provision.
- Not themselves discriminating e.g. any person responsible for selection decision in recruitment, promotion, transfer, training etc., or those responsible for the provision of the services.
- Not persuading, attempting to persuade or instructing other employees, unions or the Management to practice unlawful or unreasonable discrimination.
- Not victimising or attempting to victimise individuals on the grounds that they have made complaints or provided information on discriminatory practice.

- Not harassing, bullying or intimidating other employees, subordinates or seniors. This includes sexual or racial harassment.
- Informing management if they suspect or are aware that discrimination of any kind is taking place.

The overriding principle in relation to decisions concerning recruitment and selection is that they must be based on objective and job criteria, which should be applied fairly and consistently.

Every new Employee will undergo induction programme including training in equality, diversity and human rights.

2. Discrimination

Betheny Nursing Care Services will not tolerate the following:

- Direct discrimination – occurs when treating an individual less favourably than you would treat anyone else in the same circumstances because of protective characteristics.
- Indirect discrimination – occurs when a requirement or condition of employment has the effect of discriminating unfairly or unjustifiably between one group or an individual and other. This also can happen unintentionally.
- Victimisation – occurs when someone is given less favourable treatment than others, because they have exercised their rights under the policy or legislation.
- Harassment or bullying – undermines people’s dignity and effectiveness at work. It may involve action, behaviour, comment or physical contact, which is unwanted, not reciprocated and which causes offence.

If an individual believes that they have been unlawfully discriminated, harassed or victimised, they should make an immediate report to their Manager followed by a written complaint as soon as possible after the incident. The details of the complaint should include names of the individuals involved, names of any witnesses and details of the incident. The Company will make a thorough investigation of the allegations.

All Betheny Nursing Care employees are expected to comply with this policy and any breach will lead to an appropriate disciplinary action and the sanction may include termination.

The Company will ensure that the Managers and Consultants do not victimise any individual.