

Equal Opportunities Policy

POLICY STATEMENT

1. The Board of Warwick District foodbank believes that all people are created equal in the sight of God, and seeks to promote all the foodbank's activities in ways which recognise and encourage that principle.
2. We recognise that discrimination is unacceptable and have made the decision to adopt a formal equal opportunities policy. Breaches of the policy will lead to disciplinary proceedings and, if appropriate, disciplinary action.
3. The aim of the policy is to ensure no job applicant, employee or volunteer is discriminated against either directly or indirectly on the grounds of race, colour, ethnic or national origin, religious belief, political opinion or affiliation, sex, marital status, sexual orientation, gender reassignment, age, disability, offending background or any other factor.
4. We will ensure that the policy is circulated to any agencies responsible for our recruitment and a copy of the policy will be made available for all employees and volunteers, and made known to all applicants for employment.
5. The policy will be implemented in accordance with the appropriate statutory requirements and full account will be taken of all available guidance and in particular any relevant Codes of Practice.
6. Everyone who is part of the foodbank has individual responsibility under this policy to ensure that the service they deliver and their behaviour towards other staff, volunteers, clients, and donors is both fair and lawful, irrespective of the position held by them.
7. Everyone who is part of the foodbank should ensure that the language they use, the behaviour they adopt, and the working environment they create is non-threatening and non-discriminatory so as to preserve dignity and respect for all, regardless of race, religion, sex, sexuality, marital status, age, employment status, political persuasion, mental or physical health, or criminal convictions.
8. As an organisation using the Disclosure and Barring Service (DBS) in some circumstances to assess applicants' suitability for positions of trust, WDF undertakes to fully comply with the DBS code of practice and to treat all applicants in positions fairly. It undertakes not to discriminate unfairly against any subject of disclosure on the basis of conviction or other information revealed.
 - a. A disclosure is only requested when it is proportionate and relevant to the position concerned. We encourage all applicants to provide any details of a criminal record at an early stage in the process and this information will only be seen by those who need to see it.
 - b. Having a criminal record will not necessarily bar you from working with us. It will depend on the nature of the position and circumstances and background of your offences. We ensure that an open and measured discussion takes place. Failure to reveal information relevant to the position may result in the withdrawal of the offer of employment or voluntary work.

Training and promotion

1. Employees and volunteers will receive training in the application of this policy to ensure that they are aware of its contents and provisions.



2. All promotion will be in line with this policy.

Monitoring

1. We will maintain and review the employment records of all employees and volunteers in order to monitor the progress of this policy.
2. Monitoring may involve recording recruitment, training and promotional records of all employees, the decisions reached, and the reason for those decisions.
3. The results of any monitoring procedure will be reviewed at regular intervals to assess the effectiveness of the implementation of this policy. Consideration will be given, if necessary, to adjusting this policy to afford greater equality of opportunities to all applicants and volunteers.

Signed:

Date: 29 February 2024

David Witham

Name: David Witham

Position: Chair of Trustees

Warwick District Foodbank

Review date: January 2025