

EVE TURNER ASSOCIATES

Coaching, Supervision & Leadership Development

EQUALITY AND DIVERSITY POLICY

INTRODUCTION

Eve Turner Limited both recognises the importance of, and embraces its responsibilities – legal and social – in relation to equality and diversity. Each person representing Eve Turner Limited will adhere to this policy and work on the basis of inclusivity, complying with all current employment legislation and adhering to equal opportunities legislation at all times. In particular they will not unlawfully discriminate against any individual regardless of age, race, religion, ethnicity, creed, sexual orientation, marriage and civil partnership, pregnancy and maternity or gender reassignment (See Appendix A p.2). However it will go further by aiming to ensure equality, diversity and inclusivity are proactively central to all its functions from drafting materials to service delivery and the employment of staff/use of associates.

The purpose of this policy is to provide a framework to develop a culture that enhances the contribution from all employees and/or associates by maximising their full potential and by valuing their differences. In turn this will ensure the delivery of responsive and quality services for clients with whom the company works. It also provides a broad framework that recognises and values individual differences in attitudes, values, experiences and work styles in employees/associates and in clients.

THE COMPANY'S COMMITMENT TO EQUALITY AND DIVERSITY

Eve Turner Limited believes all its associates/employees and those with whom it works should be treated fairly and valued equally. All conditions of service and job requirements should reflect the needs of those who work on behalf of the company and the clients the company serves, free from unjustifiable discrimination based on such grounds as:

- sex, sexual orientation or gender reassignment
- marital status
- pregnancy and maternity/paternity
- race, colour, nationality, national or ethnic origin
- disability
- religion or creed
- age (Also see Appendix A)

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 www.eve-turner.com  info@eve-turner.com  023 8051 0697  07768 070361

13 Evelyn Crescent, Southampton, Hampshire SO15 5JF

Company No. 6302280 VAT No. 913 5065 44

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The company will also ensure that it applies the same principles when engaging with clients, believing that discrimination is unacceptable and that it is essential to treat all people equally and to use their skills most effectively. Should a client or employee/associate be subject to unacceptable behaviour posing a potential health and/or safety risk to themselves or another which is attributable to their medical condition there will be timely and sensitive two-way communication. Equality and diversity, and adherence to this policy, will be part of initial induction for employees and associates and relevant training may be required where this has not taken place. Therefore all those working for or in the name of Eve Turner Limited will be able to demonstrate they conform with the principles laid out in this policy.

PRINCIPLES WHICH UNDERPIN THIS POLICY

- Developing and implementing fair and non-discriminatory systems for developing associates/employees and clients irrespective of age, race, sex, disability or religion (see above).
- Enabling every client or associate/employee to achieve his or her potential in an environment characterised by dignity and mutual respect.
- Viewing positively individual diversity and recognising that everyone is different, valuing equally the unique contribution that individual experience, knowledge and skills can make.
- Continuing to build and develop a working environment for clients and staff/associates that respects individuals, their responsibilities and their wish to balance work and personal life.
- Delivering services equally while recognising the different and diverse needs of the clients the company serves.
- Ensuring that all employees/associates working on its behalf have appropriate training and are not permitted to participate in providing services where this is not the case e.g. in the use of psychometric questionnaires with clients.
- Tailoring its services to clients/employees/associates and, for example, adjusting hours where this would help promote equal opportunities. One example would be arranging a longer lunch break or not scheduling coaching sessions across a lunch break if that clashed with a client's wish to attend Friday prayers.

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COMMUNICATION OF THIS POLICY

Eve Turner Limited will publicise this policy by

- providing it to potential clients/employers of the company's services
- providing it to potential associates/employees
- making it available through the website of Eve Turner Limited trading as Eve Turner Associates

This policy is owned by Eve Turner
Director, Eve Turner Limited

Revised 25th April 2013

APPENDIX A: Eve Turner Limited will ensure that all employees and associates will comply with all current employment legislation. It will ensure it does not unlawfully discriminate with its employees (or associates) within the meaning of Protected Characteristics in The Equality Act 2010 and in any other relevant legislation which relates to discrimination in the employment of employees and workers for the purpose of providing Services.

The 2010 act replaces previous legislation [Race Relations Act 1976 (as amended), the Equal Pay Act 1970, the Sex Discrimination Act 1975 (as amended), the Disability Discrimination Act 1995 (as amended), The Part Time Workers (Prevention of Less Favourable Treatment) Regulations 2000, The Fixed Term Employees (Prevention of Less Favourable Treatment) Regulations 2002, The Civil Partnership Act 2004, The Equality Act 2006, the Employment Equality (Religion or Belief) Regulations 2003, the Employment Equality (Sexual Orientation) Regulations 2003, the Equality Act (Sexual Orientation) Regulations 2007, the Employment Equality (Sex Discrimination) Regulations 2005, the Employment Equality (Age) Regulations 2006].

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