



Partneriaeth Gweithredu  
Adferol Cymru

Wales Restorative  
Approaches Partnership

## Equality and Diversity Policy

Status:	Current
Date Approved:	October 2020
Governance Responsibility:	Ted Shiress
Strategic Responsibility:	Julia Houlston Clark
Operational Responsibility:	Leanne Morgan
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Accessible to Service Users:	Yes
Version Number:	2

## Equality and Diversity Policy

As an employer and a provider of education, training, support services and professional, restorative interventions, Wales Restorative Approaches Partnership (W.R.A.P.) will implement policies and procedures that meet the needs of communities of all sizes, descriptions and locations by promoting and modelling restorative approaches and inclusion and by addressing inequalities.

W.R.A.P. strives to eliminate discrimination of any kind and work with communities and individuals to help build skills and find strength and resources to empower them to overcome the disadvantages that exist in society which have resulted in some groups being treated less favourably than others.

W.R.A.P. has a responsibility to encourage and nurture potential within its workforce and among its service users and the communities and families it works with. W.R.A.P. will provide opportunities to individuals, communities and its workforce to achieve their potential in a safe and secure environment that is free of discrimination and based on restorative approaches. W.R.A.P. also has to ensure that it is representative of the communities it serves and that it meets the needs of these communities.

W.R.A.P. is committed to promoting equality of opportunity in relation to gender, age, disability, race, religion and belief, sexual orientation, gender reassignment, pregnancy and maternity and marriage/civil partnership.

All managers, staff, associates, contractors, volunteers, visitors, service users, families, partner organisations, stakeholders and others involved or engaged with W.R.A.P. have the responsibility to behave in a manner that respects and supports the ethos of restorative approaches and our commitment to inclusivity, fair opportunities, transparency, high support and high challenge for learning, interventions and employment. This duty refers to individuals when they are both on W.R.A.P. premises and representing W.R.A.P. in any other place and includes use of the internet and electronic communication devices such as email, mobile phones, games consoles, social networking sites etc. regardless of ownership of any communication device or network.

### **Background and Rationale**

W.R.A.P. willingly accepts its key responsibilities under the Equality Act 2010 to:

- Eliminate discrimination, harassment and other unlawful conduct
- Advance equality of opportunity by removing or minimising disadvantages, taking steps to meet needs, modelling restorative behaviours and encouraging participation in public life where participation is disproportionately low
- Foster good relations by tackling prejudice and promoting understanding. The Equality Act, 2010, recognises that inequality and discrimination still persist and introduces further rights and new obligations

### Policy Statements

This Policy is underpinned by several key principles:

- Staff, volunteers and service users who work with W.R.A.P. must be free from discrimination
- Our service users, volunteers and staff must be supported to enable them to achieve their potential, in an environment which removes or minimises disadvantage, takes steps to meet their needs and which encourages participation on a strengths basis. The wellbeing of our service users, associates, volunteers and staff is central so they feel good about themselves and respect others
- While working with W.R.A.P. our service users, volunteers and staff will develop the skills they need to enable them to progress successfully throughout their lives
- A commitment to restorative approaches and modelling transparency, collaboration, high support and high challenge to ensure that we foster good relations by tackling prejudice and promoting understanding
- A commitment to the social model of disability where we look at removing the barriers someone could face because of their disability or learning difficulty to promote inclusion

In order to fulfil its responsibilities under this policy, W.R.A.P. will:

- Identify responsible managers/ staff/ board members - this will include the identification of a director with governance responsibility, a senior manager with strategic responsibility and a senior manager with operational responsibility for equality and diversity matters who will report to the Board and the Senior Management Team. There will also be an appropriate committee structure to ensure the effective involvement of key stakeholders, in particular the identification and building of micro communities for key advisory and consultation purposes
- Publish a W.R.A.P. Strategic Equality Plan as a means of improving the experience of staff and service users and taking our strategy forward by achieving any goals or targets. Progress against this plan will be updated yearly
- Engage with stakeholders and micro communities who are representative of all of the protected characteristics when setting and reviewing our equality objectives
- Allocate appropriate resources to support the implementation of this Strategic Equality Plan
- Monitor data relating to equality issues within W.R.A.P. and its work on a yearly basis. This data will be analysed fully and actions plans developed to overcome any patterns of under-representation, under-performance or dissatisfaction
- Consider positive action measures allowed by law to rectify disadvantages in employment or provision revealed by monitoring

## Equality and Diversity Policy

- Ensure that a programme is implemented to promote diversity and foster good relations among W.R.A.P. staff, associates, volunteers and stakeholders
- Develop appropriate materials to raise awareness of restorative approaches, equal opportunities and inclusivity across W.R.A.P. provision to ensure that all staff, volunteers, visitors and stakeholders are aware of the issues involved and their responsibilities
- Take steps to ensure that procedures are in place so that allegations of discrimination and bullying and harassment are dealt with quickly, investigated fully and in a timely manner, and that individuals are supported through the process
- Ensure that staff and service users are protected from third party harassment and take appropriate action against individuals on W.R.A.P. premises and working on behalf of W.R.A.P. who wilfully behave unlawfully or undermine the ethos of restorative approach, inclusivity and commitment to fair opportunities for learning and employment

In addition as a provider of education, training and interventions, W.R.A.P. will make every effort to:

- Produce materials that are accessible, inclusive and understandable
- Develop materials and opportunities to ensure that our staff, associates, board, volunteers and service users are aware of their responsibilities under equality legislation and develop behaviour in line with the principles of inclusivity. This will raise awareness of people's differences and actively break down any barriers that come from a lack of understanding of these differences
- Develop inclusive training and intervention practices for all learners
- Ensure that W.R.A.P. premises are accessible
- Have a procedure for dealing with formal complaints related to equal opportunities. In addition as an employer W.R.A.P. will make every effort to:
  - Deliver training to ensure that all employees or workers on W.R.A.P. premises are made aware of the Policy and have the knowledge and skills to work within it
  - Pursue good practices in all aspects of employment including advertising vacancies; recruitment and selection; terms and conditions of employment, considering reasonable adjustments; training; personal and professional development and investigating reasons for ending employment
  - Investigate issues raised in relation to any gender pay gap and implement actions to reduce it
  - Encourage people from groups currently under-represented in our workforce to obtain and retain employment with us

### Health and Safety Implications

There may be circumstances where there appears to be a conflict between equality issues and the health and safety of employees and service users. In particular, certain health conditions or disabilities may restrict access to some interventions, training or areas of W.R.A.P. premises or delivery because risks will remain at an unreasonable level even when reasonable adjustments have been made. All cases will be dealt with on an individual basis.

### Linked Policies

- Safeguarding
- Data Protection Policy
- E-safety Policy
- Social Media Policy
- Bullying and Harassment
- Teaching and Learning
- Relationship Management
- Staff Recruitment
- Disclosure
- Welsh Language
- Dress code
- Prayer
- Community Voice Strategy

### Linked Procedures

- Recruitment
- Employee handbook
- Relationship Management Procedure
- Data
- Disclosure
- 3rd Party (visitors, employers and contractors)
- Community Voice
- Teaching and Learning
- Staff Recruitment
- Bullying and Harassment
- Dress code
- Prayer
- Safeguarding
- E-safety
- Social Media
- Data Protection

### Location and Access to the Policy

This is available from the W.R.A.P. website and intranet and may be out of date if printed.



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# Policy Awareness Form

Policy Name: \_\_\_\_\_

**We, the undersigned, confirm that we have read and understood the contents of the above named policy.**

(all board members, staff members, associates and volunteers are required to sign)

Date	Name (printed)	Signature