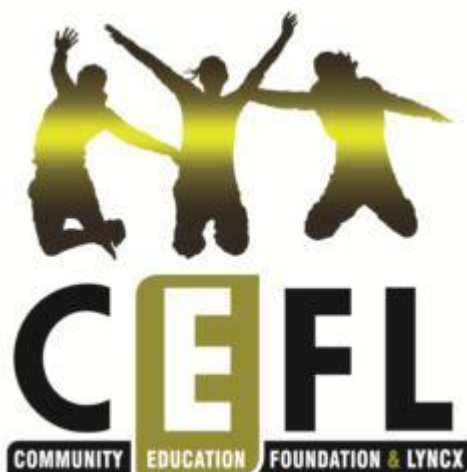


LYNCX: REACH OUT, DISCOVER YOUR POTENTIAL AND CELEBRATE YOUR ACHIEVEMENTS!

Equality & Diversity Policy



Policy Content

1 Organisation Overview

CEF & LYNCX (CEFI) is a not-for-profit grass root community-led organisation formed in 2011 and company registered in 2012. It emerged from a small group of parents living in Lambeth wanting to improve the education and welfare of their children.

CEFI's activities are governed by an elected and committed Board of Directors who are accountable to our stakeholders. Our work focuses on developing and delivering community-led projects that help support the social, emotional, educational and economic needs of children, young people and their families with an extended aim to reach to the whole of their community. We identify and support the developmental, educational, employment, training, health and social needs of the community.

Our client profile covers all groups. However, priority is given to children, young people and families who are residents of Lambeth and who are identified to be, emotionally, socially, educationally and economically disadvantaged by social deprivation index definition. Majority of whom come from low income households, diverse ethnic background, those whose parents speak little or no English and are unable to support their children at home.

The organisation's aims and objectives are to collaborate with schools and social housing providers in Lambeth to provide extra-curriculum learning programme for 7 to 16 year olds, internship/apprenticeship programme for 16 to 24 year old and personal development workshops for parents.

CEFI mission statement

CEFI's mission and motto:

"reaching out to communities & helping communities discover their full potential"

"reaching out, discovering your potential and celebrating your achievements"

We will achieve our mission by providing:

"opportunities that help to improve the lives and learning outcomes of disadvantaged children and families through tailored learning support schooling, training, workshops and initiatives in areas where other agencies have tried to, but found it hard to reach".

CEFI acknowledges it has a responsibility for the safety of children taking part in its activities or otherwise under its temporary care. It also recognises that good Equality and Diversity policy and procedures is of benefit to everyone involved with CEFI's work, including staff, as they can help protect them from erroneous discrimination.

For the purpose of this policy, CEFI's Board, staff includes not only its paid employees but any contractor or volunteers commissioned by CEFI. All Staff who have unsupervised access to or contact with children are required to

- recognise and accept their responsibilities;
- develop awareness of the issues which can cause children harm; and

- report concerns following the procedure below.

CEFI will endeavour to safeguard children by:

- a) on behalf of the organisation;
- b) reporting concerns to the authorities;
- c) following carefully procedures for recruitment and selection of staff, contractors and volunteers; and
- d) providing effective management for staff, contractors and volunteers through support and training.

CEFI is also committed to reviewing its Policy and Code of Practice as new government policy or legislation emerges otherwise, by annually..



Chair on Behalf of BOARD of DIRECTORS

Date: March 2013

EQUALITY AND DIVERSITY STATEMENT

CEF & LYNCX (CEFI):

ACCEPTS that in society certain groups or individuals are denied equality on the grounds of race, gender, marital status, caring responsibilities, disability, gender re-assignment, age, social class, sexual orientation and religion/belief or any other factor irrelevant to the purpose in view.

WELCOMES the statutory requirements laid down in

- the Equal Pay Act 1970;
- the Rehabilitation of Offenders Act 1974;
- the Sex Discrimination Act 1975;
- the Race Relations Act 1976 and the Race Relations Amendment Act Feb 2000;
- the NHS Community Care Act 1990;
- the Disability Discrimination Act 1995;
- the Asylum & Immigration Act 1996;
- the Human Rights Act Nov 1998;
- the Employment (Religion or Belief) and (Sexual Orientation) Regulations 2003.

RECOGNISES that it has moral and social responsibilities that go beyond the provisions of the above-mentioned Acts and Regulations, and that it should support and contribute to the wider process of change through all aspects of its work and practices in order to eliminate discrimination and promote equality and diversity.

COMMITTED to taking positive steps to ensure that

- all people are treated with dignity and respect, valuing the diversity of all.
- equality of opportunity and diversity is promoted.
- services are accessible, appropriate and delivered fairly to all;
- the mix of its employees, volunteers and management committees reflects, as far as possible, the broad mix of the population of Sutton;
- traditionally disadvantaged sections of the community are encouraged to participate in policy decisions about, and the management of the services provided.

EQUALITY AND DIVERSITY POLICY AND PROCEDURES

This policy applies to all staff, volunteers, management committee members, users and the general public

1 COMMITMENT

Equality and diversity are central to the work of CEFI and for this policy to be successful, it is essential that everyone working for the organisation is committed to and demonstrate our commitment.

CEFI's goal is to work towards a just society free from discrimination, harassment and prejudice. Our aim is to embed this in all the organisation's policies, procedures, day-to-day practices and external relationships.

For this and the promotion our ethos and implementing the organisation's aims and objectives, CEFI will:

- treat all people with dignity and respect, valuing the diversity of all. It will promote equality of opportunity and diversity.
- eliminate all forms of discrimination on grounds of race, gender, marital status, caring responsibilities, disability, gender re-assignment, age, social class, sexual orientation, religion/belief, irrelevant offending background or any other factor irrelevant to the purpose in view.
- tackle social exclusion, inequality, discrimination and disadvantage.

2 AIMS

CEFI aims to:

- provide services that are accessible according to the needs of our service users/stakeholders
- promote equality of opportunity and diversity in volunteering, employment and development
- create effective partnerships with all parts of our community/stakeholders.

3 OBJECTIVES

CEFI's objective is to realise its standards by:

- regularly evaluating and continually improving our services to ensure equality and diversity principles/best practices are embedded in our performance to meet the needs of individuals and groups using our services.
- working together with the community and stakeholder to provide accessible and relevant services that responds to service users'/stakeholder's needs/priorities.
- ensuring staff, volunteers and Board are representative of the community we serve and our employment policies are fair, robust and in line with UK and EU policies .
- responding to volunteers', employees' and Board members' needs and encouraging their development to increase their personal development and contribution to organisational performance and service delivery.
- recognising and valuing the differences and the contribution that individual's and all people make to CEFI's work.
- challenging discrimination and allocate our resource fairly.
- Being accountable.

4 WHY HAVE THIS POLICY?

CEFI have the policy because we:

- recognises, respects and values diversity in our Board, employees, volunteers and service users.

- provide fair and appropriate employment and development of the people who work and volunteer for CEFI.
- are a community-led organisation that will always ensure our services are fair and meet the needs of the community.

5 PROCEDURES

Responsibility for Implementation

This policy covers the behaviour of all people employed or volunteering in CEFI or using the services and sets out the way they can expect to be treated in turn by CEFI.

The overall responsibility for ensuring adherence to and implementation of this policy lies with the Board with staff, volunteers and contractors role being core of implementing this policy.

Method of Implementation

CEFI aim to implement this policy by:

- ensuring that it is a condition for Board with staff, volunteers, contractors and service users.
- ensuring that Board, volunteers and service users are made aware, understand, agree with, and agree to implement, this policy.
- making copies of the policy are available to all Board members, staff, volunteers and contractors and service users as part of their induction/introduction to the organisation.
- actively encouraging Board members, staff and volunteers to participate in anti-discriminatory training, and making time and resources available for such training.
- monitoring our services, publicity and events to ensure that they are accessible to all sections of the community.
- taking active steps to minimise the effects of not discriminate by ensuring that participation to our services is representative of the community.

Monitoring and Reviewing

CEFI has declared its commitment to establishing, developing, implementing and reviewing a policy of equality of opportunity.

We will continue to record, monitor and act on information gathered from our performance. The Board will review this policy annually in order to measure its effectiveness and develop appropriate action plan to improve our performance

Late Update

March 2013

Chair on Behalf of the BOARD of DIRECTORS