**LimbPower**

**Equality and Diversity Policy**

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**A. Diversity and Equality policy purpose**
LimbPower will continue to promote diversity and social inclusion as part of our governance strategy. We will continue to build a culture of diversity and inclusion across all areas of the organisation, including Board appointments, staff, volunteers, membership and participation.

LimbPower recognise that equality in sport has not yet been achieved and is something that ourselves and our partners strive towards through our internal policies and programmes.

LimbPower believes that ‘everyone is equal’ and should have access to the same opportunities irrespective of their personal characteristics. This includes promoting equality and diversity for all people, but in particular for those identified by the equalities act (2010);

* Disability
* Sex
* Age
* Race
* Gender reassignment
* Religion or belief
* Sexual orientation
* Marriage or civil partnership
* Pregnancy and maternity

This 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, religion, belief, sex, marital status, sexual orientation, gender reassignment, age or disability.

**B. LimbPower Services**

LimbPower will regularly consult members and ensure that the opportunity and support provided at local, regional and a national level meets their needs and aspirations, subject to availability of resources.

All LimbPower Staff/Board members are aware of the different levels of amputation and limb impairment, of the relevant terminology and the impact the impairment has on the individual physically, psychologically and socially. LimbPower takes an interest in all community members and their families ensuring individuals do not feel excluded.

**C. Background**

Below is a breakdown of our current staff/board members by protected characteristics

Gender
53 percent of LimbPower members are female
57% of our Board of trustees are female

50% of our work force are female

Disability
93% of LimbPower members have a physical impairment
57% of our Board have a physical impairment
50% of our employees have a physical impairment

Ethnicity
9% of our members are from an ethnic background
25% of our employees are from an ethnic background

**D. Recruitment and Employment**

LimbPower 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 made known to all applicants for employment. The policy will be communicated to all private contractors reminding them of their responsibilities towards the equality of opportunity.

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.

LimbPower will maintain a neutral working environment in which no employee or worker feels under threat or intimidated.

1. The recruitment and selection process is crucially important to any equal opportunities policy. We will endeavour through appropriate training to ensure that employees making selection and recruitment decisions will not discriminate, whether consciously or unconsciously, in making these decisions.

2. Promotion and advancement will be made on merit and all decisions relating to this will be made within the overall framework and principles of this policy.

3. Job descriptions, where used, will be revised to ensure that they are in line with our equal opportunities policy. Job requirements will be reflected accurately in any personnel specifications.

4. We will adopt a consistent, non-discriminatory approach to the advertising of vacancies.

5. All applicants who apply for jobs with us will receive fair treatment and will be considered solely on their ability to do the job.

6. All employees involved in the recruitment process will periodically review their selection criteria to ensure that they are related to the job requirements and do not unlawfully discriminate.

7. Short listing and interviewing will be carried out by more than one person where possible.

8. Interview questions will be related to the requirements of the job and will not be of a discriminatory nature.

9. We will not disqualify any applicant because he/she is unable to complete an application form unassisted unless personal completion of the form is a valid test of the standard of English required for the safe and effective performance of the job.

10. Selection decisions will not be influenced by any perceived prejudices of other staff.

**E. Monitoring**

1. We will maintain and review the employment records of all employees in order to monitor the progress of this policy.

2. Monitoring may involve:-

 a. the collection and classification of information regarding the race in terms of ethnic/national origin and sex of all applicants and current employees;

 b. the examination by ethnic/national origin and sex of the distribution of employees and the success rate of the applicants; and

 c. 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 staff.

We recognise that discrimination is unacceptable and although equality of opportunity has been a long-standing feature of our employment practices and procedure, we 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.