



# Equality, Diversity and Inclusion Policy

*Part of the BYO Inclusion and Values Policy Suite*

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Britannia Youth Organisation CIC is a Community Interest Company registered in England and Wales.  
Company No. 12515346 | Registered Address: 36 St Joseph's Rd, Ward End, Birmingham, B8 2JU

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## QUICK REFERENCE

### Key Personnel

**Designated Safeguarding Lead:** Joshua William Hall (07925 328 728)

**Deputy Designated Safeguarding Lead:** Hassan Alexander Kingsley (07597 874 222)

**Main Office:** 0121 448 7378

### External Support Organisations

**Equality and Human Rights Commission:** Guidance and advice

**ACAS:** Employment-related discrimination support

**Citizens Advice:** Independent advice and advocacy

**Stonewall:** LGBTQ+ rights and support

**Mencap:** Disability rights and advocacy

| Document Details | Information                                                                                                                                                                                                                                  |
|------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Policy Title     | Equality, Diversity and Inclusion Policy                                                                                                                                                                                                     |
| Version          | 2.0                                                                                                                                                                                                                                          |
| Effective Date   | 17 June 2025                                                                                                                                                                                                                                 |
| Review Date      | 17 June 2026                                                                                                                                                                                                                                 |
| Owner            | Designated Safeguarding Lead                                                                                                                                                                                                                 |
| Approved By      | Hassan Kingsley, Governor                                                                                                                                                                                                                    |
| Cross-References | Safeguarding Policy Framework, Anti-Bullying Policy, Code of Conduct Policy, Code of Behaviour Policy, Organisational Values and Inclusion Framework, Recruitment, Selection and Onboarding Policy, Complaints Policy, Whistleblowing Policy |

## 1. Policy Statement

The Britannia Youth Organisation is committed to fostering equality, diversity and inclusion throughout all aspects of our work. We believe that diversity strengthens our organisation and enriches the experiences we provide to young people.

We are dedicated to:

- Creating an inclusive environment where everyone feels valued and respected
- Eliminating unlawful discrimination in all its forms
- Ensuring our workforce reflects the communities we serve
- Providing equal opportunities for all staff, volunteers, and service users
- Challenging inequality and promoting social justice

**Values Connection:** This policy embodies the principles outlined in our **Organisational Values and Inclusion Framework**.

## 2. Scope

This policy applies to all staff, volunteers, directors, service users, and anyone representing or working with the Britannia Youth Organisation. It covers all aspects of our work including:

- Employment and volunteer recruitment
- Service delivery and programme development
- Training and development opportunities
- Partnerships and external relationships
- Safeguarding and protection activities
- Communication and digital engagement

**Recruitment:** Our commitment to equality is embedded in our **Recruitment, Selection and Onboarding Policy** to ensure fair and inclusive hiring practices.

## 3. Our Commitment to Equality

### Protected Characteristics

We will not discriminate against anyone based on the protected characteristics defined in the Equality Act 2010:

- **Age** - Supporting people of all ages appropriately
- **Disability** - Making reasonable adjustments and removing barriers
- **Gender reassignment** - Respecting identity and transition processes
- **Marriage and civil partnership** - Recognising all family structures
- **Pregnancy and maternity** - Supporting parents and families
- **Race** - Including colour, nationality, ethnic or national origin
- **Religion or belief** - Respecting all faiths and philosophical beliefs
- **Sex** - Ensuring gender equality in all areas
- **Sexual orientation** - Creating LGBTQ+ inclusive environments

### Beyond Protected Characteristics

We also consider and support people who may face disadvantage based on:

- Socio-economic background
- Mental health status
- Care experience
- Immigration status
- Language and communication needs
- Family circumstances
- Geographic location

### Creating an Inclusive Environment

We commit to:

**Respectful Culture:** Maintaining a workplace and service environment free from bullying, harassment, and discrimination

**Fair Treatment:** Ensuring all decisions are based on merit, skills, and suitability for role or activity

**Inclusive Practices:** Adapting our approaches to meet diverse needs and remove barriers to participation

**Continuous Learning:** Providing appropriate training and development opportunities for all

**Accessibility:** Ensuring our services, facilities, and communications are accessible to all

**Anti-Bullying:** Our commitment to respectful environments is detailed in our Anti-Bullying Policy.

**Conduct Standards:** Professional behaviour expectations are outlined in our Code of Conduct Policy and Code of Behaviour Policy.

## 4. Safeguarding and Inclusion

### Inclusive Safeguarding

We recognise that some groups may face additional safeguarding risks or barriers to reporting concerns:

- **Children with disabilities** may be more vulnerable to abuse
- **LGBTQ+ young people** may face discrimination and rejection
- **Young people from ethnic minorities** may face racist abuse
- **Those with mental health needs** may require additional support
- **Care-experienced young people** may have complex needs
- **Young people with communication needs** may require alternative reporting methods

### Tailored Support

Our safeguarding approach includes:

- **Culturally sensitive** practices and communication
- **Accessible formats** for information and reporting
- **Specialist support** for specific communities
- **Inclusive risk assessments** considering individual needs
- **Anti-discriminatory** investigation and response procedures

**Safeguarding Integration:** Inclusive safeguarding practices are embedded throughout our **Safeguarding Policy Framework**, **Child Protection Procedures**, and **Adult Safeguarding Procedures**.

## 5. Implementation

### Leadership Responsibility

#### Board of Directors:

- Champion equality and inclusion at strategic level
- Ensure adequate resources for EDI initiatives
- Monitor progress and hold organisation accountable

#### Senior Management:

- Model inclusive leadership behaviours
- Integrate EDI considerations into decision-making
- Support staff and volunteer development

#### Designated Safeguarding Lead (DSL):

- Ensure safeguarding practices are inclusive
- Consider equality implications in safeguarding decisions
- Provide guidance on inclusive safeguarding

### Individual Responsibility

All staff and volunteers are expected to:

- **Treat others with dignity and respect** regardless of background or identity
- **Challenge inappropriate behaviour** when safe to do so
- **Support colleagues and service users** from all backgrounds
- **Participate in equality training** when provided
- **Consider inclusion** in all aspects of their work
- **Report concerns** about discrimination or exclusion

**Professional Standards:** These expectations align with standards outlined in our Code of Conduct Policy.

### Service User Responsibility

Young people using our services are expected to:

- **Respect others** regardless of their differences
- **Include everyone** in activities and social interactions
- **Challenge discrimination** when they see it (with support)
- **Report concerns** about bullying or exclusion
- **Learn about diversity** and celebrate differences

**Behaviour Expectations:** These responsibilities are outlined in our Code of Behaviour Policy.

## 6. Reporting and Support

### If You Experience or Witness Discrimination

#### Immediate Support:

- Speak to any member of staff for immediate assistance
- Contact our **Designated Safeguarding Lead (DSL)**: Joshua William Hall (07925 328728)
- Seek support from a trusted colleague or friend

#### Formal Reporting:

1. Speak to your line manager or designated person
2. Use our formal complaints procedures as outlined in our Complaints Policy
3. Access external support services if needed
4. Contact statutory agencies if criminal behaviour is involved

#### Alternative Reporting:

- **Whistleblowing procedures** are available if you feel unable to report through normal channels
- **Anonymous reporting** options may be available
- **External agencies** can provide independent support

**Whistleblowing:** If you feel unable to report concerns through normal channels, see our Whistleblowing Policy for alternative options.

### Response to Reports

All complaints will be:

- **Taken seriously** and treated confidentially
- **Investigated promptly** and fairly
- **Resolved appropriately** with suitable remedies
- **Used for learning** to prevent future incidents
- **Monitored** for patterns and trends

## 7. Reasonable Adjustments and Accessibility

### Physical Accessibility

- **Accessible venues** for all activities where possible
- **Alternative arrangements** when venues aren't fully accessible
- **Equipment and resources** adapted for different needs
- **Clear signage** and navigation support

### Communication Accessibility

- **Multiple formats** for information (large print, audio, easy read)
- **Language support** including interpreters and translation
- **Digital accessibility** for online platforms and resources
- **Clear, jargon-free** communication as standard

### Programme Accessibility

- **Flexible participation** options to meet different needs
- **Adapted activities** that include everyone
- **Additional support** for those who need it
- **Cultural sensitivity** in programme design and delivery

### Support for Specific Needs

- **Mental health** awareness and support
- **Neurodivergent** friendly approaches
- **LGBTQ+** inclusive practices and language
- **Faith and cultural** considerations
- **Economic barriers** addressed through inclusive pricing



## 8. Training and Development

### Staff and Volunteer Training

#### **Mandatory Training:**

- **Equality and diversity** awareness for all
- **Unconscious bias** recognition and mitigation
- **Inclusive practices** in youth work
- **Safeguarding** with equality considerations
- **Cultural competence** development

#### **Specialist Training:**

- **LGBTQ+** inclusion and support
- **Disability awareness** and reasonable adjustments
- **Mental health** first aid and awareness
- **Cultural sensitivity** and anti-racism
- **Trauma-informed** practice

**Training Integration:** EDI training is integrated with our broader training programme outlined in our **Safeguarding Policy Framework**.

### Young People's Education

#### **Integrated Learning:**

- **Diversity appreciation** through activities and discussions
- **Anti-bullying** education and peer support
- **Human rights** awareness and advocacy
- **Critical thinking** about stereotypes and prejudice
- **Leadership development** for under-represented groups

## 9. Monitoring and Evaluation

### Data Collection and Analysis

**We monitor:**

- **Workforce diversity** across all levels and roles
- **Service user demographics** and participation patterns
- **Complaints and incidents** related to discrimination
- **Outcomes and progression** for different groups
- **Feedback and satisfaction** across diverse communities

### Regular Reviews

**Annual Reviews:**

- **Policy effectiveness** assessment
- **Progress against equality** objectives
- **Stakeholder feedback** incorporation
- **Best practice** identification and sharing
- **Action planning** for improvements

**Ongoing Monitoring:**

- **Quarterly data analysis** and reporting
- **Regular surveys** of staff, volunteers, and service users
- **Focus groups** with under-represented communities
- **External benchmarking** and comparison

## 10. Partnership and Community Engagement

### Working with Diverse Communities

We actively:

- **Engage with diverse** community groups and leaders
- **Build partnerships** with specialist organisations
- **Consult regularly** with service users and communities
- **Adapt services** based on community feedback
- **Celebrate diversity** through events and activities

### Supporting Community Cohesion

Our work contributes to:

- **Breaking down barriers** between different groups
- **Building understanding** and empathy
- **Challenging stereotypes** and prejudice
- **Creating opportunities** for positive interaction
- **Promoting shared values** and common goals

## 11. Support and Resources

### Internal Support

#### Key Contacts:

- **DSL:** Joshua William Hall (07925 328 728)
- **Deputy DSL:** Hassan Alexander Kingsley (07597 874 222)
- **Main Office:** 0121 448 7378
- **Website:** [britanniayo.com](http://britanniayo.com)

### External Support Organisations

#### General Support:

- **Equality and Human Rights Commission:** Guidance and advice
- **ACAS:** Employment-related discrimination support
- **Citizens Advice:** Independent advice and advocacy

#### Specialist Support:

- **Stonewall:** LGBTQ+ rights and support
- **Mencap:** Disability rights and advocacy
- **Race Equality Foundation:** Support for ethnic minority communities
- **Mind:** Mental health support and advocacy

### Legal Rights and Remedies

#### Employment Rights:

- **Grievance procedures** through normal channels
- **Employment tribunal** claims (within three months)
- **Legal advice** from solicitors or trade unions

#### Service User Rights:

- **Complaints procedures** as outlined in our Complaints Policy
- **Local authority** advocacy services
- **Equality and Human Rights Commission** guidance

## 12. Related Policies

This policy should be read alongside:

- Organisational Values and Inclusion Framework
- Safeguarding Policy Framework
- Child Protection Procedures
- Adult Safeguarding Procedures
- Anti-Bullying Policy
- Code of Conduct Policy
- Code of Behaviour Policy
- Recruitment, Selection and Onboarding Policy
- Complaints Policy
- Whistleblowing Policy
- Digital Safeguarding Policy
- Data Protection Policy

## 13. Policy Review and Updates

This policy will be reviewed:

- **Annually** as a minimum
- Following **significant incidents** or complaints
- When **legislation changes** (e.g., Equality Act updates)
- Based on **stakeholder feedback** and consultation
- In response to **monitoring data** and trends

### Document Control:

- This policy forms part of BYO's values-based approach to youth work
- All staff and volunteers receive training on equality and inclusion
- Regular monitoring ensures policy effectiveness and continuous improvement

### Reviewed by:

A handwritten signature in black ink, appearing to read 'H. Kingsley'.

**Hassan Kingsley**

Date: 18/06/2025

Next Review Date: 17/06/2026

*This policy forms part of BYO's commitment to safeguarding and should be read alongside our complete Safeguarding Framework.*

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