

EQUALITY & DIVERSITY POLICY

The purpose of this policy is to ensure that Full Vision provides fairness and equality in all our activities and not to discriminate on grounds of

- sexual orientation
- marital or civil partner status
- gender reassignment
- gender status
- race
- religion or belief
- colour
- nationality, ethnic or national origin
- disability
- age
- pregnancy
- trade union membership
- HIV positive/AIDS status
- working on a part-time basis;
- working for a fixed-term
- flexible working arrangements
- home working
- or any other grounds which are normally considered to be unreasonable by Full Vision.

Our principles of non-discrimination and equality of opportunity apply equally to the treatment of our visitors, customers and suppliers by members of our workforce. All employees have a responsibility for upholding and promoting the policy.

You have a duty to act in accordance with this policy, to treat colleagues, visitors, customers and others with dignity and respect at all times, and to not to discriminate against or harass another employee, worker or person. This includes all social media postings

Full Vision recognises that we live in a pluralistic society. It is diverse in race, culture, creed, sexual orientation and interests. We are aware that individuals and groups of people are sometimes discriminated against in unjustifiable ways, both directly and indirectly. We are committed to eliminating discrimination amongst our workforce.

Commitment

The Full Vision is committed to:

- creating a working environment where all employees, worker, customers and suppliers are respected and individual differences are respected
- developing and promoting a culture of diversity and equality throughout the company;
- developing and promoting a culture of fairness, integrity and dignity;
- support all staff, regardless of race, national or ethnic origin, age, disability, gender, sexual orientation, gender reassignment, religion or belief;
- prevent all forms of unlawful discrimination;
- deal with all forms of discrimination consistently, promptly and effectively
- promoting dignity and respect and no form of bullying, harassment or intimidation will be tolerated

And will delivery this by:

- ensuring that there are equal opportunities in employment and development,
- having a suitable complaints and disciplinary procedure
- recognise the needs of different people (including accessibility for persons with disabilities) and ensure these needs are met.

Breaches of the policy

If you believe that you may have been disadvantaged on any of the grounds listed above, you are encouraged to raise the matter through our grievance procedure.

Allegations regarding potential breaches of this policy will be treated in confidence and investigated in accordance with the relevant procedure. Employees who make such allegations in good faith will not be victimised or treated less favourably as a result. False allegations of a breach in this policy which are found to have been made in bad faith will, however, be dealt with under the disciplinary procedure.

If, after investigation, you are proven to have acted in an inappropriate manner towards any other worker on the grounds of sex, marital status, sexual orientation, religion or belief, race, disability or age or otherwise act in breach of this policy, you will be subject to disciplinary action. In serious cases, such behaviour may constitute gross misconduct and, as such, may result in summary dismissal. The company will always take a strict approach to serious breaches of this policy.

This policy applies equally to your relations with customers and suppliers, and includes social media postings which could be linked to Full Vision. If after investigation, you are proven to have discriminated against or harassed or dealt with a customer or supplier you will also be subject to disciplinary action.