YOUNG GAMBLERS EDUCATION TRUST (YGAM)

Equal Opportunities Policy

Young Gamblers Education Trust, 71 – 75 Shelton Street, Covent Garden, London, WC2H 9JQ
www.ygam.org | hello@ygam.org | 0203 837 4963 | Registered Company no: 09189998 | Registered Charity no: 1162425

Equal Opportunities Policy

Introduction

Equal opportunities and managing diversity is a principle that people are valued as individuals. Young Gamblers Education Trust (known as YGAM) recognise and embrace people from different backgrounds and strive to be a fully inclusive organisation.

Managing diversity involves challenging such issues as direct and indirect discrimination, harassment and victimisation. These may be on grounds of sex or marital status, pregnancy, racial grounds, or grounds of disability, age, sexual orientation, language or social origin, religious beliefs, political opinions or other personal attributes.

Policy statement

This policy outlines YGAM procedures for managing diversity both in its employment practices and in its service delivery.

YGAM strive to:

- Conform to the intent of the current legislative requirements.
- Continue to create a culture of openness and trust that recognises the diversity and value of individuals, in which people are treated with dignity, decency and respect.
- Adopt mechanisms for dealing with victimisation, harassment and direct / indirect discrimination.
- Monitor and review this policy annually.

In order to promote and ensure fair working practices YGAM will constructively challenge any discrimination, whether it is direct, indirect, harassment or victimisation.

Who is responsible for making it happen?

It is the responsibility of everyone working for or on behalf of YGAM (in a paid or voluntary position) to work in a fair manner and to constructively challenge discrimination, harassment and bullying. The Chief Executive is responsible for ensuring that the policy is implemented.

Making a complaint

In the unlikely event that a staff member or volunteer feel they are the victim of discrimination, harassment or victimisation, the person concerned must inform YGAM of their complaint in writing. This should normally be addressed to the Chief Executive.

On receiving a formal complaint, the Chief Executive must invite the person affected to attend a meeting to gather the facts with a member of the Board of Trustees in attendance. This will then be investigated and the Chief Executive to agree next steps and how to resolve the complaint.

If the complaint is against the Chief Executive, then the person affected can write directly to the Chairman of the Board of Trustees. YGAM will consider all the facts and if proven, may lead to disciplinary action – in which case the disciplinary policy will be followed. Contact details for both the Chief Executive and Chairman are provided on page three.

If the complaint is against the Chairman, then the person affected can write directly to the Chief Executive.

Equal opportunities in respect of DBS disclosures

As an organisation using the Disclosure & Barring Service (DBS) disclosure's to assess applicants' suitability for positions of trust, YGAM complies fully with the DBS Code of Practice and undertakes to treat all applicants for position fairly. YGAM undertakes not to discriminate unfairly against any subject of a disclosure on the basis of a conviction or other information revealed. However, if an offence against young people or vulnerable adults comes to light as part of the recruitment process, YGAM will choose to exclude that applicant from the process.

YGAM is committed to the fair treatment of its staff, potential staff or users or its services, regardless of race, gender, religion, sexual orientation, responsibilities for dependants, age, physical/mental disability or offending background.

Whilst YGAM are keen to not exclude people with previous offences (spent or otherwise), a judgement call will be made by the Chief Executive and ratified by the Board of Trustees before an appointment is made where such offences exist.

YGAM actively promote equality of opportunity for all with the right mix of talent, skills and potential and welcome applications from a wide range of candidates. YGAM will select all candidates for interview based on their skill, qualifications and experience.

Postal address for complaints

Complaints must be provided in writing and addressed to Lee Willows Chief Executive, or Dan Waugh Chairman at the following address: Young Gamblers Education Trust, 71 – 75 Shelton Street, London, WC2H 9JQ.

Policy version control:

Date policy written: March 2016
Written by: Chief Executive
Consulted with trustees: April 2016
Amended and adopted by the Board of Trustees: June 2017
Next review: June 2018 (normally one year from when document is adopted by the board of Trustees)

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YGAM™is a member of the Fundraising Standards Board: FS02394.
YGAM™is an official Ofqual approved, ASDAN Customised Accreditation: Centre No: 35981.
YGAM™educational resources are quality-assured by the UK PSHE Association 2016.
YGAM™ is working towards Pearson Customised Accreditation and Approved Qualification Centre status.

ASDAN Customised Accreditation 2015/2016

PSHE Association Quality Assured Resource PSHE Association