



Equality, Diversity and Inclusion Policy

1. Purpose

Lighthouse Construction Industry Charity is committed to encouraging equality, diversity, and inclusion within our charity, and eliminating unlawful discrimination. The aim is for our employees and associates to be truly representative of all sections of society and for each employee to feel respected.

The Lighthouse Construction Industry Charity aims to promote equal opportunities while valuing diversity in employment. Seeking to provide all staff with the opportunity for employment, career, and personal development on the basis of ability, qualifications and suitability for the work, as well as their potential to be developed within the role.

We aim to consistently provide an environment of equality, fairness, and respect for all in our employment, irrelevant of capacity.

This policy sets out our approach to equal opportunities and the avoidance of discrimination at work. It applies to all aspects of employment with us, including recruitment, pay and conditions, training, appraisals, promotion, conduct at work, disciplinary and grievance procedures, and termination of employment. We will not tolerate discrimination of any kind against any person on grounds of their Protected Characteristic.

Therefore, each of us has a personal responsibility to be familiar and robust in adhering to the Lighthouse Construction Industry Charity's Equality, Diversity, and Inclusion policy. This policy is designed to reflect our purpose and values and sets the standard of behaviours expected from each employee.

2. Scope

This policy sets out our approach to equal opportunities and the avoidance of discrimination at work. It applies to all aspects of employment with us, including recruitment, pay and conditions, training, appraisals, promotion, conduct at work, disciplinary and grievance procedures, and termination of employment. We will not tolerate discrimination of any kind against any person on the grounds of their Protected Characteristic and will take any accusations that are made seriously and with priority.

We will not unlawfully discriminate against anyone in our charity but specific attention in relation to the Equality Act 2010, of the below protected characteristics is observed:

- age
- disability
- gender reassignment
- marriage and civil partnership
- pregnancy and maternity
- race (including colour, nationality, and ethnic or national origin)
- religion or belief
- sex
- sexual orientation
- Mental Health
- Working Hours

3. Policy Statement

Lighthouse Construction Industry Charity commits to encourage equality, diversity, and inclusion in the workplace as essential best practice for an inclusive working environment for all.

We require a working environment free of bullying, harassment, victimisation, and unlawful discrimination, promoting dignity and respect for all, where individual differences and the contributions of all staff are recognised and valued.

This commitment includes ensuring that all staff are conducting themselves to help the organisation provide equal opportunities in employment, and prevent bullying, harassment, victimisation, and unlawful discrimination.

All staff should understand they, as well as their employer, can be held liable for acts of bullying, harassment, victimisation, and unlawful discrimination, in the course of their employment, against fellow employees, clients, associates and the public.

The Lighthouse Construction Industry Charity take any complaints of bullying, harassment, victimisation and unlawful discrimination by fellow employees, clients, associates, visitors, the public and any others during the organisation's work activities, seriously.

Such acts will be managed in line with misconduct, under the organisation's grievance or disciplinary procedures, and appropriate action will be taken. Serious complaints in particular, could amount to gross misconduct and lead to immediate dismissal without notice.

Please note sexual harassment may amount to both an employment rights matter and a criminal matter, such as in sexual assault allegations. In addition, harassment under the Protection from Harassment Act 1997 – which is not limited to circumstances where harassment relates to a protected characteristic – is a criminal offence.

4. Lighthouse Construction Industry Charity's Best Practise Requirements

Lighthouse Construction Industry Charity will make opportunities for training, development, and progress available to all staff, who will be helped and encouraged to develop their full potential, so their talents and resources can be fully utilised to maximise the efficiency of the organisation.

We will make decisions concerning staff based on merit.

We will review employment practices and procedures when necessary to ensure fairness and update the policy to take account of changes in the law and best practise recommendations.

We will continue to monitor the make-up of the workforce regarding information such as age, sex, ethnic background, sexual orientation, religion or belief, and disability in encouraging equality, diversity and inclusion, and as such meeting the aims and commitments set out in the equality, diversity and inclusion policy.

5. Compliance with this Policy

If you believe that you have suffered discrimination you can raise the matter through our Grievance Procedure or Anti-Harassment and Bullying Policy. Complaints will be treated in confidence and investigated as appropriate.

You must not be victimised or retaliated against for complaining about discrimination. However, making a false allegation deliberately and in bad faith will be treated as misconduct and dealt with under our Disciplinary Procedure.

- Any employee found to have violated this policy will be subject to disciplinary action, up to and including dismissal.