



Equality and Diversity Policy

Version 4

Table of Amendments and Updates		
Version	Date	Detail
1	01.11.2019	Issue of first version
2	04.04.2021	Minor formatting and grammatical changes made throughout
3	10.03.2023	Document control updated
4	10.03.2024	Policy review no changes made

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Equality and Diversity Policy

Section One - Introduction

Rose Tree Care is committed to equality of opportunity and celebrating diversity and makes every effort to ensure that its recruitment of staff processes, and the products and services we offer do not directly or indirectly discriminate against any individual or group.

The Equality Act 2010 seeks to tackle discrimination in respect of 'protected characteristics', these are:

- Age
- Disability
- Gender reassignment
- Race
- Religion or belief
- Sex
- Sexual orientation
- Pregnancy and maternity.

Additionally, Section 75 and Schedule 9 to the Northern Ireland Act 1998 places a statutory obligation to have due regard to the need to promote equality of opportunity:

- a. Between persons of different religious belief, political opinion, racial group, age, marital status or sexual orientation.
- b. Between persons with dependants and persons without.

Direct discrimination arises where a person is treated less favourably than another person because of a protected characteristic.

Indirect discrimination arises where something is applied in the same way for everyone which then has the effect of putting persons with a protected characteristic at an advantage.

In the implementation of this policy, our company takes account of key current legislation relating to equality and diversity. We recognise that some differences exist in legislation reflecting equality and diversity issues across the four home nations.

This policy is published and freely available to any interested parties.

Section Two - Recruitment and selection of staff

As a company we strive to maintain high standards in recruitment, selection and human resource management. This extends to offering equality of opportunity to all staff, irrespective of gender, race, age, disability, marital status, pregnancy or maternity, religion or belief, sexual orientation or transgender status in terms of recruitment, development, or matters of discipline or grievance.

Section Three - Products and services

We are committed to equality of opportunity and celebrating diversity and make every effort to ensure that all our products and services do not directly or indirectly discriminate against any individual or group. This includes the following products:

- Promotional materials.
- Guidance and information documents.

The Employer serves as the point of contact for any regulatory organisation on matters including the accessibility of service provision or delivery to ensure compliance with equality legislation.

Any other product produced, or process managed by us will be covered by this policy. This includes the following services:

- a. Working parties/industry groups including Trade Associations.
- b. Employment and human resources.
- c. Any other service provided by the company.

Section Four - Implementation

We will ensure through implementation and monitoring of systems and procedures that:

- All staff responsible for recruitment and selection do so under the terms of this policy.
- All staff are individually and collectively responsible for operating within this policy when dealing with both internal and external customers.
- Discipline and Grievance Policies are applied consistently.
- Reviews of terms and conditions of employment will be carried out fairly and consistently.
- Appointments will be made subject to an individual's skills, knowledge and qualifications and for no reason which could be construed as practising discrimination of any nature.
- Benefits and remuneration will be applied across the board dependent on job role and responsibility and not for any other reason.
- Employees will be made aware of all aspects relating to Equal Opportunities and any action deemed to be of a discriminatory nature will be a disciplinary issue and dealt with under the terms of our Company Disciplinary Policy.
- Products and services are accessible to all individuals and groups.
- During the development of any promotional or advertising materials there are checks throughout to ensure that they are non-discriminatory, promote equality and recognise diversity.
- Products and services are monitored for any feature which could disadvantage those who share a characteristic. Where a feature is identified it is either removed or a record kept as to why it is justifiable to retain it.
- Printed and electronic materials reflect diversity in the community and are non-discriminatory in style and content.

Section Five - Monitoring

The implementation of this policy is monitored by the Managing Director, James Rose. We as a company strive to identify any individual(s) with requirements and to provide the necessary resources to facilitate the needs of these individuals wherever possible.

Section Six - Implementation, maintenance and review

As the Managing Director, James Rose accepts overall responsibility within the company and is responsible for policy implementation. We may appoint competent persons to assist with the implementation of this policy.

Signed by	James Rose
Position	Managing Director
Signature	
Date	10 th March 2024
Due date for latest revision	10 th March 2025