

# Equality, Diversity, and Inclusion Policy

Issue 2. February 2025

THE MARGARET ADCOCK  
 FOUNDATION

## **The Margaret Adcock Foundation**

Registered Charity Number 1205889  
135 Foss Road, Hilton, Derbyshire, DE65 5BJ.

Contact: David Adcock – Trustee  
Email [info@margaretadcock.org](mailto:info@margaretadcock.org)  
Phone 07948 549 163

Trustees: David Adcock, Lyn Adcock, Helen Powell.

The Margaret Adcock Foundation is a Charitable Incorporated Organisation governed by a Constitution which established the objects and powers of the charity. The Foundation entered the Register of Charities on 24th November 2023 with Registered Charity Number 1205889.

# Equality, Diversity, and Inclusion Policy

## 1. Purpose

The purpose of this policy is to:

- Promote equality, diversity, and inclusion in all aspects of The Margaret Adcock Foundation's work.
- Ensure that everyone involved with the charity—Trustees, staff, volunteers, beneficiaries, and stakeholders—is treated with fairness, respect, and dignity.
- Prevent unlawful discrimination, harassment, and victimisation under the Equality Act 2010.

## 2. Scope

This policy applies to all aspects of the charity's work, including:

- Employment, recruitment, and volunteer management.
- Service delivery to beneficiaries.
- Relationships with donors, partners, and the community.

## 3. Definitions

- Equality: Ensuring everyone has equal access to opportunities and resources.
- Diversity: Recognising and valuing the differences between individuals.
- Inclusion: Creating an environment where everyone feels valued, respected, and supported.
- Protected Characteristics: Under the Equality Act 2010, it is unlawful to discriminate based on:
  - Age
  - Disability
  - Gender reassignment
  - Marriage and civil partnership
  - Pregnancy and maternity
  - Race
  - Religion or belief
  - Sex
  - Sexual orientation

## 4. Our Commitment

### 4.1 General Principles

- We are committed to creating an inclusive environment where diversity is celebrated, and discrimination is not tolerated.
- All Trustees, staff, and volunteers must adhere to this policy and promote its principles.
- We will make reasonable adjustments to remove barriers and ensure equal access for all.

## 4.2 Employment and Volunteering

- Recruitment, training, promotion, and other opportunities will be open to everyone, based solely on merit.
- We will provide reasonable adjustments to support individuals with disabilities or specific needs.
- Volunteers and employees will receive training on EDI principles.

## 4.3 Service Delivery

- Our services will be accessible and designed to meet the diverse needs of our beneficiaries.
- We will actively engage with under-represented groups to ensure inclusivity.
- Feedback from beneficiaries will be used to continuously improve our practices.

## 4.4 Working with Partners

- We will encourage our partners, suppliers, and contractors to adopt similar EDI principles.

## 5. Preventing Discrimination

We are committed to preventing:

- Direct Discrimination: Treating someone less favourably because of a protected characteristic.
- Indirect Discrimination: Policies or practices that disadvantage a particular group.
- Harassment: Unwanted conduct related to a protected characteristic that violates someone's dignity.
- Victimisation: Treating someone unfairly because they've made or supported a complaint about discrimination.

## 6. Responsibilities

### 6.1 Board of Trustees

- Ensure that this policy is implemented and reviewed regularly.
- Lead by example in promoting equality, diversity, and inclusion.

### 6.2 Managers, Staff, and Volunteers

- Treat everyone with respect and dignity.
- Report any concerns about discrimination, harassment, or victimisation.

### 6.3 Beneficiaries and Stakeholders

- Treat others with respect when engaging with the charity's activities.
- Raise any concerns about discrimination in line with the Complaints Policy.

## 7. Reporting and Addressing Concerns

- If a Trustee, staff member, volunteer, or beneficiary experiences or witnesses discrimination, they should report it to a representative of The Margaret Adcock Foundation.
- All reports will be taken seriously, investigated promptly, and handled confidentially.
- Appropriate action, including disciplinary measures, will be taken if this policy is breached.

## 8. Training and Awareness

- Trustees, staff, and volunteers will receive EDI training during induction and periodically thereafter.
- Regular awareness campaigns and discussions will promote a culture of inclusivity.

## 9. Monitoring and Review

- We will collect and analyse data on the diversity of our Trustees, staff, volunteers, and beneficiaries to identify areas for improvement.
- This policy will be reviewed annually by the Board of Trustees to ensure it remains effective and up-to-date.

## 10. Legal Framework

- This policy complies with the following legislation:
- Equality Act 2010
- Human Rights Act 1998

## 11. Approval and Acknowledgment

- This policy has been approved by the Board of Trustees. All Trustees, staff, and volunteers are required to read, understand, and adhere to its principles.

### Approved By:

- Chair of Trustees: D. Adcock \_\_\_\_\_
- Date: February 2025 \_\_\_\_\_

### Policy Review Date:

- Next Review: November 2025 \_\_\_\_\_