



THE GLOBAL PEACEMAKERS

Equal Opportunities Policy

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DISTRIBUTION

Original	THE GLOBAL PEACEMAKERS OFFICE (GPM)
Copy	Chair
Copy	GPM Secretary
Copy	Website (PDF)



1. Purpose and Scope

This policy provides information concerning equal opportunities and provides guidelines for staff on good practice. It applies to all members of the staff at Global Peacemakers.

2. Context

Global Peacemakers recognises the value of equal opportunities and seeks, wherever possible, to follow the guidelines drawn up by the relevant statutory body.

There is neither Jew nor Greek, slave nor free, male nor female, for you are all one in Christ Jesus. (Galatians 3:28)

3. Definitions

Discrimination = any unlawful discrimination

Although there may be circumstances justifying different treatment, which are not unlawful (for example to comply with a genuine occupational requirement for a position), Global Peacemakers will not tolerate unlawful discrimination and / or harassment on the grounds of an individual's sex, race, marital status, colour, ethnic or national origin, disability, gender reassignment, sexual orientation, age, religious belief, union membership, union activities, or employment status. Any reference to discrimination in this policy includes all such possible grounds.

4. POLICY

In relation to matters of religion and belief, Global Peacemakers reserves the right to appoint staff who are loyal to the Community in order to preserve its distinctiveness in accordance with the Employment Equality Regulations 2003.



This is a Christian Charitable Organisation which seeks to operate in and for the name of Christ and those who work in the GPM must be in sympathy with the evangelical Christian beliefs as set out in the Basis of Faith and their promotion.

For some posts within GPM, more than a loyalty to the Christian ethos of the community is required and these posts are recognised as having Genuine Occupational Requirements.

Global Peacemakers recognises that England has a rich diversity of cultures from around the world and seeks to bring Christian witness equally to all cultures.

Accordingly, Global Peacemakers is committed to equal opportunity, and it is its policy to treat job applicants, employees and suppliers in the same way, subject to requiring employees to adhere to the GPM ethos statement and staff code of conduct.

5. IMPLEMENTATION

Global Peacemakers is an equal opportunity employer. Equal opportunity is about ensuring good employment practices and efficient use of the GPM's most valuable resources, its employees. Every Trustee and employee has personal responsibility for implementing the policy. Any instance of doubt about the application of this policy, or other questions, should be directed to the Trustees.

This policy applies to the advertisement of jobs, recruitment and selection, training, conditions of work, pay and to every other aspect of employment. Staff involved in recruitment should request training if they have any doubt about the application of this policy.

Any member of staff may use the grievance procedure to complain about discriminatory conduct. If the matter relates to unlawful harassment, then the grievance may be raised directly with the Trustees.

The policy also applies equally to the treatment of worshippers, visitors or suppliers. Any concern related to the unequal treatment of worshippers, visitors or suppliers should be directed to the Trustees.

Any employee who unlawfully harasses any other employee in the course of their employment will be subject to the church's disciplinary procedure. In serious cases, such behaviour will be deemed to constitute gross misconduct and, as such, will result in summary dismissal in the absence of mitigating circumstances.



6. EQUAL OPPORTUNITIES STATEMENT

This equal opportunities statement and equal opportunities policy reflect both the mission and purpose of Global Peacemakers and the spirit and intentions of legislation which outlaws discrimination.

Global Peacemakers will not unlawfully discriminate or subject any individual (job applicant or staff member) to less favourable treatment.

Global Peacemakers aims to ensure that people with disabilities are given equal opportunity to enter employment. In so doing, it will fully consider making reasonable adjustments to working practices, equipment and premises to ensure that a disabled person is not put at a substantial disadvantage due to their disability. In addition, when staff members become disabled in the course of their employment, every effort will be made through reasonable adjustment, retraining or redeployment to enable them to remain in the employment of the GPM.

After taking into account any genuine occupational requirement, entry into employment and promotion or change of post within GPM is determined by personal merit and ability, relevant to the mission and purpose of the GPM.

It is the responsibility of every individual, both staff and volunteer, to eliminate discrimination by ensuring the practical application of the equal opportunities policy and reporting concerns about any possible breach of this policy to the Trustees.

All allegations of discrimination (including harassment) will be treated seriously. Any unlawful discrimination is totally unacceptable to Global Peacemakers and perpetrators will face disciplinary action.

Agreed by Trustees



Safeguarding Policy

The Global Peacemakers is committed to ensuring the health, safety and wellbeing of all workers, contractors, volunteers and visitors who attend our premises, or who participate in our activities elsewhere, as far as is reasonable and practicable. This policy relates to the safeguarding of those that may be vulnerable, and to children.

The Global Peacemakers commits:

- To identify risks and to control those risks wherever practicable
- To provide a safe and nurturing environment for all those considered vulnerable
- To provide adequate information, instruction and training in relation to safeguarding to employees and volunteers
- To provide adequate support and supervision to all employees and volunteers carrying out all activities
- To review this policy and associated procedures on a regular basis (at least annually) and revise policy and procedures as the need arises

Definitions (for this document)

Vulnerable adult: A person who is or may be in need of community care services by reason of mental or other disability, age or illness; and who is or may be unable to take care of him or herself, or unable to protect him or herself against significant harm or exploitation .

Vulnerable adults are entitled to: privacy; be treated with dignity; lead an independent life and be enabled to do so; be able to choose how they lead their lives; the protection of the law; have their rights upheld regardless of ethnic origin, gender, sexuality, impairment or disability, age, religion or cultural background.



POLICY STATEMENT

As a GPM team, we want to restore dignity and revive hope to people from all walks of life. We are concerned with individuals and their circumstances and actively encourage an inclusive environment throughout all our Services/projects.

We seek to ensure that all our team members are aware of what is required from them under the vulnerable adult and child protection policy and make sure that it is practised at all times.

It is the responsibility of each one of us to prevent the physical, sexual or emotional abuse and neglect of vulnerable adults.

We commit ourselves to co-operate fully with the appropriate statutory services when they are conducting official investigation into physical, emotional or sexual abuse and neglect of vulnerable adults, children or young people (by an adult or young person).

This statement is to be brought to the attention of all staff and volunteers when they join, as part of their induction programme. Any amendments will be brought to the attention of all team members.

GPM will plan its work so as to minimise situations where abuse might occur.

Although the number of people who actively seek to abuse vulnerable adults and children is very small, the GPM project can reduce opportunities for abuse in various ways. We will, for instance:

- Ensure that there is adequate supervision for all vulnerable adults
- Ensure that any vulnerable adult working with the GPM project is aware of who they can talk to if they have concerns
- Ensure that all staff and volunteers know where the nearest telephone is in case of emergencies and that phones are clearly labelled with directions for how to make external calls
- Make sure the designated person has correct and up-to-date training
- Ensure staff and volunteers supervising vulnerable adults are suitably trained



Designated person and their role

The GPM Service has a designated person who is responsible for dealing with any concerns about the protection of vulnerable adults or children. THE DESIGNATED PERSON FOR THE GPM SERVICE/PROJECT IS THE TRUSTEE.

GPM also has a secondary safeguarding officer who is responsible for dealing with any related concerns in the event that the designated person is ill, on holiday or an allegation of abuse is made about him/her. This person is THE CHAIR OF TRUSTEES.

The designated person will be available for vulnerable adults to speak with should they feel the need to talk with someone about an incident which has happened whilst working for or receiving assistance from the Service/ project, particularly if they feel they have been physically, sexually or emotionally abused.

Recording

The designated person will make notes and keep confidential records of any disclosure or concerns they have or another staff/team member has, and will seek advice from the Social Services Department or the Police.

Staff and volunteers must ensure that their recording of facts, incidents, assessments, referrals, and case discussions are all sufficient, accurate, concise, up-to-date, legible, dated, factual and kept confidential. Opinions should be kept to a minimum and backed up by factual evidence. Any supporting evidence should be preserved and clearly labelled. These records must be stored in an individual file and stored securely in a manner that safeguards the individual's right to privacy and security. These records are available to individuals on request (not third party information) and may be used as evidence in disciplinary proceedings or in civil or criminal prosecutions.

Whistle-blowing

Staff and volunteers are encouraged to take action when suspicious that abuse is occurring at work – no matter what the setting, who the perpetrator is or who the victim is.

The foodbank project will respect and not penalise those who stand up for anyone who is suspected of being abused.



Staff have a responsibility to report any occurrences or suspicions of adult abuse. Staff who report abuse are protected by the Public Interest Disclosure Act 1998.

REMEMBER

It is important that everyone in the GPM is aware that the person who first encounters a case of alleged or suspected abuse is not responsible for deciding whether or not abuse has occurred. That is a task for the professional vulnerable adult and child protection agencies following a referral to them of concern about someone.

Agreed by Trustees