

Equality, Diversity & Human Rights Policy

Document information

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Document control

Date	Version	Summary of changes	Author / editor	Job title
March 2022	1	Drafted	B.Sims	People Manager

Review Panel

Name	Job title	Date	Version
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Approvals

Name	Job title	Date	Version
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1. Introduction

Peppy Health Limited (“Peppy”) is an equal opportunities employer. Individuals with different cultures, perspectives and experiences are at the heart of what Peppy does. We seek to develop a work environment where we treat all employees as individuals, fairly and in a consistent way. We work within the spirit and the practice of the Equality Act 2010 by promoting a culture of respect and dignity and actively challenging discrimination, should it ever arise.

2. Scope

This policy sets out Peppy’s approach to equality and diversity. The aim of this policy is to ensure that no person receives less favourable treatment on the grounds of a protected characteristic, or is disadvantaged by conditions or requirements which cannot be shown to be relevant to performance. It also seeks to ensure that no person is victimised or subjected to any form of bullying or harassment.

3. Personnel

This policy applies to all employees, contractors or suppliers who engage with Peppy. This policy does not form part of any contractual terms and conditions and it may be amended at any time.

This policy applies to all conduct in the workplace and also to conduct outside of the workplace that is related to your work (e.g. at meetings, social events and social interactions with colleagues) or which may impact on Peppy’s reputation (e.g. the expression of views on social media, contrary to the commitments expressed in this policy, that could be linked to Peppy).

4. Materials

Not applicable

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5. Procedure

5.1 Peppy's commitment as an employer

Peppy will create an environment in which individual differences and the contributions of our employees are recognised and valued. Peppy commits to:

providing training, development and progression opportunities to all staff

selecting employees for employment, promotion, training or any other benefit will be on the basis of aptitude and ability

reviewing all our employment practices and procedures to ensure fairness and inclusion for all

make any necessary reasonable adjustments to ensure everyone has access to our services and employment opportunities

taking steps to ensure equity amongst our workforce

where appropriate, taking measures to identify and remove unnecessary obstacles and to meet the special needs of disadvantaged or underrepresented groups

having clear procedures for candidates and/or employees to raise a grievance or make a complaint if they feel they have been unfairly treated

monitoring and reviewing this policy annually.

All managers must set an appropriate standard of behaviour, lead by example and ensure that those they manage adhere to this policy and promote Peppy's objectives with regard to equal opportunities. Managers will be given appropriate training on equal opportunities awareness and equal opportunities recruitment and selection best practice.

5.2 Part time and fixed term work

Part time and fixed term employees will be treated the same as comparable full time or permanent staff and enjoy no less favourable terms and conditions (on a pro-rata basis where appropriate), unless different treatment is justified.

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5.3 Equal pay

Peppy will ensure that all employees have the right to the same contractual pay and benefits for carrying out the same work, work rated as equivalent work or work of equal value.

5.4 Peppy's commitment as service provider

Peppy aims to provide the highest level of service to its users and clients. Peppy commits to:

providing services to which all users are entitled regardless of any protected characteristic

making sure our services are delivered equally and meet the diverse needs of our service users and clients

where appropriate, identifying and remove unnecessary barriers and to meet the special needs of disadvantaged or underrepresented groups

having clear procedures that enable our clients and/or users to raise a grievance or make a complaint if they feel they have been unfairly treated

monitoring and reviewing this policy annually.

5.5 Equal opportunity policy statement

For each of the protected characteristics, Peppy commits to:

Age	ensure that people of all ages are treated with respect and dignity challenge discriminatory assumptions about younger and older people
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<p>Disability</p>	<p>provide any reasonable adjustments to ensure disabled people have access to our services and employment opportunities. If we feel that a particular adjustment would not be reasonable, we will discuss this with you and try to find an alternative solution where possible</p> <p>challenge discriminatory assumptions about disabled people</p> <p>encourage employees to inform us about any conditions so that we can support as appropriate</p>
<p>Race</p>	<p>challenge racism wherever it occurs</p> <p>respond swiftly and sensitively to racist incidents</p> <p>actively promote race equality and inclusion</p> <p>take positive action to redress the negative effects of discrimination against everyone</p>
<p>Gender</p>	<p>challenge discriminatory assumptions about gender</p> <p>take positive action to redress the negative effects of discrimination against everyone</p> <p>provide support to prevent discrimination against transgender employees who have or who are about to undergo gender reassignment</p>

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<p>Sexual Orientation</p>	<p>ensure that we take account of the needs of everyone, including the LGBTQ+ communities</p> <p>promote positive images of the LGBTQ+ communities</p> <p>challenge discriminatory assumptions about the LGBTQ+ communities</p> <p>take positive action to redress the negative effects of discrimination against everyone</p>
<p>Religion or Belief</p>	<p>ensure that employees' religion or beliefs and related observances are respected and accommodated wherever possible</p> <p>respect people's beliefs where the expression of those beliefs does not impinge on the legitimate rights of others</p>
<p>Pregnancy or Maternity</p>	<p>ensure that people are treated with respect and dignity during pregnancy or maternity leave</p> <p>challenge discriminatory assumptions about pregnancy or maternity</p> <p>ensure that no individual is disadvantaged during pregnancy or maternity leave and that we take account of the needs of our employees' during pregnancy or maternity leave</p>

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**Marriage or
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ensure that people are treated with respect and dignity regardless of marriage or civil partnership status

challenge discriminatory assumptions about the marriage or civil partnership of our employees and

ensure that no individual is disadvantaged as a result of their marriage or civil partnership status

5.6 Protection under this policy

No form of intimidation, bullying or harassment will be tolerated. If you believe that you may have suffered discrimination because of any of the above protected characteristics, you should consider the appropriateness and feasibility of attempted informal resolution by discussion in the first instance with your line manager or another colleague in a relevant position of seniority. You may decide on the alternative to raise the matter through Peppy's Grievance Policy.

Allegations regarding potential breaches of this policy will be treated in confidence and investigated in accordance with the appropriate procedure. Peppy will ensure that individuals who make such allegations in good faith will not be victimised or treated less favourably by Peppy as a result.

However, false allegations or a breach of this policy which are found to have been made in bad faith will be dealt with under Peppy's Disciplinary Policy.

Employees may also be personally liable for any acts of discrimination prohibited by this policy that they commit, meaning that they can be sued by the victim.

6. Data Entry

Not applicable

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7. Quality Control

This policy will be audited annually. All findings will be discussed at the monthly management monthly meeting and cascaded to all Peppy team members. Any matters related to diversity and inclusion will also be discussed at this meeting to promote best practice and shared learning.

8. References and further information

Equality Act 2010 –

<https://www.legislation.gov.uk/ukpga/2010/15/contents>

Human Rights Act 1998 –

<https://www.legislation.gov.uk/ukpga/1998/42/contents>

9. Appendices

Appendix A– Definitions

Equality: Equality means ensuring everyone has the same opportunities to fulfil their potential free from discrimination.

Diversity: Diversity means celebrating difference and valuing everyone. We acknowledge that equality and diversity are not interchangeable but interdependent. There can be no equality of opportunity if difference is not valued and harnessed.

Inclusion: Inclusion means ensuring everyone feels comfortable to be themselves at work and feels the worth of their contribution.

Equity: Equity means recognising barriers and that some groups are more advantaged than others, and putting measures in place to eliminate these barriers, ensuring equal opportunities for all.

Victimisation: Victimisation is where an employee is treated less favourably than others because they have asserted legal rights against Peppy or assisted a colleague in doing so. For example, victimisation may occur where an employee has raised a genuine grievance against Peppy and is demoted as a result.

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Harassment: Harassment is unwanted conduct related to a relevant protected characteristic, which has the purpose or effect of violating an individual's dignity or creating an intimidating, hostile, degrading, humiliating or offensive environment for that individual. It is important to remember that it is not the intention of the harasser but how the recipient perceives their behaviour, which determines whether harassment has occurred.

Protected Characteristics: As defined in the Equality Act 2010, protected characteristics are age, disability, gender reassignment, marriage and civil partnership, pregnancy or maternity, race, religion or belief, sex or sexual orientation.

Appendix B – Types of discrimination

Direct discrimination: Direct discrimination occurs where one person is treated less favourably than another because of a protected characteristic set out in this policy. For example, refusing to promote a pregnant employee on the basis that she is shortly due to go on maternity leave would be direct discrimination.

Associative discrimination: Associative discrimination is direct discrimination against someone because they associate with another person who possesses a protected characteristic. For example, an employee is discriminated against because their child is disabled.

Perceptive discrimination: Perceptive discrimination is direct discrimination against an individual because others think they possess a particular protected characteristic. For example, where co-workers have made an assumption on someone's religious beliefs. It applies even if the person does not actually possess that characteristic.

Indirect discrimination: Indirect discrimination occurs when an unjustifiable requirement or condition is applied, which appears to be the same for all, but which has a disproportionate, adverse effect on one group of people. This is discrimination even though there was no intention to discriminate. For example, a requirement for UK based qualifications could disadvantage applicants who have obtained their qualifications outside of the UK; this could amount to indirect discrimination on the grounds of race.

10. Related documents

Disciplinary Policy
Grievance Policy
Speaking Up Policy

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