

The Body Dysmorphic Disorder Equality and Diversity policy

Approved by Trustees: 16/01/20 Author: KW

Our Commitment:

The BDD Foundation is committed to developing and maintaining an organisation in which differing ideas, abilities, backgrounds and needs are fostered and valued and where those with diverse experiences are able to and can contribute.

We recognise that people with different backgrounds, skills, attitudes and experience bring fresh ideas and perceptions and we wish to encourage and harness these differences to make our services more relevant and approachable. We recognise that this will enhance our effectiveness in carrying out our work.

We will foster a supportive and inclusive culture for:

- All those who need and use our services
- Our volunteers
- Our staff
- Other stakeholders

Policy Statement:

The BDD Foundation is committed to ensuring that no job applicant, volunteer, staff member or service user is discriminated against directly, indirectly, by association or perception because of disability, gender (including transgender/ gender reassignment), race, colour, nationality, ethnic or national origin, marital status or civil partnership, responsibility for dependents, sexuality, pregnancy or maternity, age, trade union activity, political or religious, agnostic or atheist beliefs and (unrelated to the post) criminal convictions.

The BDD Foundation recognises the positive value of diversity, promoting equality and fairness, and challenging discrimination. We are committed to ensuring that we treat all our people with dignity and respect and will not tolerate any form of harassment, victimisation or discriminatory behaviour. Staff and volunteers will be supported to challenge unwanted behaviours, through training and referral to management teams. This policy statement will feature in appropriate BDD Foundation publications, be made available to all new staff and volunteers. The Charity will keep its policies under review and will implement changes where these could improve equality of opportunity. This commitment applies to all the Charity's employment policies and procedures, not just those specifically connected with equal opportunities and diversity.

The BDD Foundation is committed to meeting the diverse needs of its service users. We will take steps to identify the needs of service users in our community and develop services, policies and procedures accordingly.

We will ensure, as far as possible that service users:

- Are able to access our services in ways that suit them.

- Have their needs listened to, and met as far as possible.
- Are given help that is relevant to their problem and situation.
- Are treated fairly, with dignity and respect and without discrimination.

Staff and volunteers:

- We recognise the benefits of having a diverse workforce and will continually take steps to ensure that:
- We endeavour to recruit from the widest pool of qualified candidates possible.
- Employment opportunities are open and accessible to all on the basis of their individual qualities and personal merit.
- Where appropriate, positive action measures are taken to attract applicants from all sections of society and especially from those underrepresented in the workforce.
- Where appropriate and necessary, lawful exemption (genuine occupation requirements) will be used to recruit suitable staff to meet the special needs of particular groups.
- All staff are encouraged to achieve their full potential. Selection for all training and career development opportunities will be purely on the basis of merit and organisational priorities.

Managers:

Managers are responsible for promoting this policy and ensuring it is understood and complied with. Managers are expected to be proactive in identifying circumstances in which elements of the policy can benefit individual members of staff and encourage and support staff in making use of such benefits.

All staff are expected to have read and understood this policy, to ensure they behave in accordance with its principles and requirements, to encourage the same level of behaviour in colleagues.

Complaints:

The Charity will treat seriously all complaints under this policy made by staff, volunteers, service users or other third parties and will take appropriate action. The Charity does, however, encourage staff to resolve misunderstandings and problems informally wherever possible, depending on the circumstances. Whether dealt with informally or formally, it is important for staff who may have caused offence to understand that it is no defence to say that they did not intend to do so, or to blame individuals for being over sensitive. It is the impact of the behaviour, rather than the intent, that counts and that should shape the solution found both to the immediate problem and to preventing further similar problems in the future.

Review:

This policy will be reviewed every two years, or more regularly if we identify any noncompliance or problem or in the light of emerging legislation or best practice that could impact on this policy. A report of the findings of the review, based on the data and other information collected and evaluated, will be presented to the Board of trustees and appropriate action taken.