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**Equality and Diversity Policy**

Introduction

William Oliver & Rodman Russell Limited is committed to creating and sustaining a positive and supportive working environment for our personnel. As a provider of employment, we value the diversity of our personnel. We are committed to providing a fair, equitable and mutually supportive learning and working environment for our personnel, and this is reflected in the core values of the Company as set out in our Vision and Strategy:

Diversity - We view the diversity of our personnel as a great asset.

Equity - We believe in the equitable treatment of all.

The Company’s Equality and Diversity Policy provides for coordination and implementation at a strategic level and is supported by additional policies that provide for a Company-wide integrated approach to equality and diversity.

Commitment to equality and diversity

William Oliver & Rodman Russell Limited believes that excellence will be achieved through recognising the value of every individual. We aim to create an environment that respects the diversity of personnel and enables them to achieve their full potential, to contribute fully, and to derive maximum benefit and enjoyment from their involvement in the life of the Company.

To this end, the Company acknowledges the following basic rights for all personnel and prospective personnel:

• to be treated with respect and dignity

• to be treated fairly with regard to all procedures, assessments and choices

• to receive encouragement to reach their full potential

These rights carry with them responsibilities and the Company requires all members of staff to recognise these rights and to act in accordance with them in all dealings with fellow staff members. In addition, the Company will comply with all relevant legislation and good practice.

No individual will be unjustifiably discriminated against. This includes, but not exclusively, discrimination because of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion and belief, sex and sexual orientation.

Responsibility

The Managing Director has overall responsibility for ensuring that the Company complies with the requirements of the Equality Act 2010, including the general duty to have due regard to:

Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act.

Advance equality of opportunity between people who share a protected characteristic and those who do not.

Foster good relations between people who share a protected characteristic and those who do not.

The Managing Director in consultation with relevant internal and external sources, is responsible for developing policy and practice on behalf of the Company and for advising staff in order to support compliance with equality legislation.

The Company recognises that all of its staff have a duty to support and uphold the principles contained in its Equality and Diversity Policy and supporting policies.

Dealing with discrimination

William Oliver & Rodman Russell Limited is committed to creating and sustaining a positive and mutually supportive working environment for our staff, where individuals are equally valued and respected. Bullying, harassment or victimisation of any individual will not be tolerated and any allegations will be taken seriously and dealt with appropriately under the relevant procedure.



James English

Director

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