

DYFED ARCHAEOLOGICAL TRUST

DIVERSITY POLICY



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DYFED ARCHAEOLOGICAL TRUST ('DAT')

DIVERSITY POLICY

Purpose

DAT is committed to a vision of 'Archaeology for All' in which everyone interested in the past is able to pursue this interest actively and free from any physical, psychological, economic, social or cultural deterrents.

DAT, in pursuing this vision, will promote equality and diversity and a culture that actively values difference and recognises that people from different backgrounds and experiences can bring valuable insights to the workplace and enhance the way in which we work. DAT aims to be an inclusive organisation, where diversity is valued, respected and built upon, with ability to recruit and retain a diverse workforce that reflects the communities it serves.

DAT will comply with relevant equality legislation, including the Equality Act 2010, Codes of Practice and relevant best practice guidance. This Policy pursues and builds on the statutory position to ensure effective promotion of diversity and equality.

DAT aims to tackle pro-actively discrimination or disadvantage and aims to ensure that no individual or group is directly or indirectly discriminated against for any reason with regard to employment or accessing its services.

Definition of Diversity

Diversity can be described as celebrating differences and valuing everyone. Each person is an individual, with visible and non-visible differences; by respecting this everyone can feel valued for their contributions which is beneficial not only for the individual but for DAT.

Diversity and equality are not interchangeable but interdependent. There can be no equality of opportunity if difference is not valued and harnessed and taken into account.

Scope

This policy applies to trustees, direct employees of DAT, workers (engaged through, or by, an employment agency or bureau and supplied to DAT on a temporary basis), volunteers and all job applicants.

Where DAT services are provided by external contractors or third parties on the basis of a specification set by DAT, these contractors or third parties are responsible for adhering to DAT's Diversity and Equality Policies whilst providing services on behalf of DAT. DAT will monitor the performance of contractors and/or third parties and take all necessary steps to ensure good performance and compliance with appropriate behaviours. If any issues become apparent with regards to diversity or equality in

relation to any contractor or third party, these will be taken seriously by DAT and raised in the strongest possible terms with the contractor or third party.

Policy statement

DAT will:

- Ensure that trustees, existing members of staff, job applicants, and volunteers are treated fairly in an environment which is free from any form of discrimination.
- Have regard at all times to the nine 'protected characteristics' in section 4 of the Equality Act 2010, which are:

age;
disability;
gender reassignment;
marriage and civil partnership;
pregnancy and maternity;
race (includes colour, nationality and ethnic origins);
religion and/or belief;
sex;
sexual orientation.

Also, DAT will ensure that:

- all employment-related policies, practices and procedures are applied impartially and objectively;
- equality of opportunity is applied to all trustees (so far as applicable), staff and volunteers to enable them to develop and realise their full potential;
- it will work towards achieving a diverse workforce at all levels;
- trustees, staff and volunteers are able to work in an atmosphere of dignity and respect.

DAT will not tolerate processes, attitudes or behaviour that amount to direct discrimination, associative discrimination, discrimination by perception indirect discrimination including harassment (harassment by a third party), victimisation and bullying through prejudice, ignorance, thoughtlessness and stereotyping.

DAT recognises the importance of monitoring, reviewing and reporting on its diversity policy and practice and measuring progress in meeting its policy objectives. (see Review and monitoring section).

Review and monitoring

DAT undertakes monitoring that meets statutory requirements and also aims for best practice. This is used to inform and improve DAT's employment practices. If, through monitoring, any discrimination is identified, DAT will take corrective action to eliminate it.

Such monitoring will be carried out using appropriate statistical analysis, and will normally deal with areas such as race, disability, gender and age; and ensure compliance with legislation.

In addition, a survey will be conducted annually in order to gain the views of all trustees, staff and volunteers, including on the subject of diversity and equality and the working environment. DAT will use the information from the survey to measure its record on meeting its diversity and equality policy aims.

DAT will publish its progress and achievements on diversity and equality in its annual report.

Training

DAT is committed to ensuring its trustees, staff and managers are trained in diversity and equality and, in particular, aims to ensure that adequate training is provided so that managers are able to operate this policy. Examples include specific training on race, gender, gender identity, disability, sexuality, age and religion or belief, in accordance with the requirements of the law and good practice.

Diversity and equality form an integral part of DAT's induction package for trustees and staff. Managers will ensure that all new entrants are made aware of DAT's Diversity and Equality Policies, and other relevant policies.

Related DAT Policies

This Policy should be read in conjunction with DAT's Policies on Equal Opportunities, Training & Development, Volunteering, Working at Home, Flexible Working and Overtime, Recruitment of Ex-Offenders.