



# Kingston Churches Action on Homelessness

Company Limited by Guarantee  
Registered Charity No. 1075890; Registered Company No. 3735702

St Peter's Church Hall, London Road,  
Kingston upon Thames, Surrey KT2 6QL  
Tel: 020 8255 7400; E-mail: [matt.h@kcah.org.uk](mailto:matt.h@kcah.org.uk)

## **EQUAL OPPORTUNITIES & DIVERSITY STATEMENT OF INTENT**

The management and staff of Kingston Churches Action on Homelessness (KCAH) condemn all forms of prejudice. KCAH recognises that people experience prejudice because of their age, disability, gender, gender reassignment, marriage and civil partnership, pregnancy and maternity, race (including colour, nationality and ethnic or national origins), sex or sexual orientation, religion or belief, being a member of a trade union, age, class, disability, marital status, sexuality, religious/cultural beliefs, caring responsibilities, housing issues or irrelevant offences.

KCAH is committed to a programme of action, which will be through: the implementing of anti-discrimination policies and taking action to combat prejudice in our management, employment, practices and operation of our services.

## **EQUALITY OPPORTUNITIES & DIVERSITY POLICY STATEMENT**

In the provision of services KCAH will seek to ensure equality of opportunity and treatment for all persons.

No person or groups of persons applying for help or for a job (paid or voluntary) will be treated less favourably than any other person or group of persons because of their age, disability, gender, gender reassignment, marriage and civil partnership, pregnancy and maternity, race (including colour, nationality and ethnic or national origins), sex or sexual orientation, religion or belief, being a member of a trade union, age, class, disability, marital status, sexuality, religious/cultural beliefs, caring responsibilities, housing issues or irrelevant offences.

KCAH will attempt to identify the needs of disadvantaged groups in its area of operation to ensure that its services are accessible to these groups.

To help it fulfil its commitment to equal opportunity KCAH will collect and monitor records of sex, racial/ethnic origin of all those applying for work (paid or voluntary) and of those using its services.

In the composition of the management board and staff group (paid and voluntary), KCAH will actively pursue its commitment to equality of opportunity.

<b>EQUALITY OF OPPORTUNITIES CODE OF PRACTICE</b>
---

**RESPONSIBILITY OF EMPLOYERS**

That no job applicant or employee receives less favourable treatment than another on discriminatory grounds which are laid out above.

That no applicant or employee be placed at disadvantage by requirements or conditions which have a disproportionately adverse effect on their racial or sexual group and which cannot be shown to be justifiable on other grounds.

Each individual will be assessed according to his or her ability to do the job. Assumptions about a person's ability to do a job because of sex, age or disability will not be made.

To foster an atmosphere of mutual respect which recognises and accepts cultural differences.

<b>RESPONSIBILITIES OF EMPLOYEES AND VOLUNTEERS</b>
---

Whilst the overall responsibility for ensuring that there is no discrimination in the workplace rests mainly with the management of KCAH, individual employees and volunteers have certain responsibilities.

1. To co-operate with measures introduced by management to ensure equal opportunity and non-discrimination.
2. To actively promote equal opportunity in your own sphere of work.
3. To treat all clients, volunteers and employees in a fair and non-discriminatory way, respecting cultural differences.
4. Not to attempt to induce other clients, employees, volunteers or management to practice discrimination.
5. Not to attempt to victimise individuals who have made complaints or provided information on discrimination.
6. Not to harass, abuse, or intimidate clients, employees or volunteers for any reason.
7. Should inform management if they feel any form of discrimination has taken place in accordance with the procedure on this.

<b>RESPONSIBILITIES OF CLIENTS</b>
------------------------------------

Clients of KCAH have a role in ensuring that discrimination does not occur. As such they too have responsibilities.

1. To treat other clients, staff and volunteers in a fair and non-discriminatory way, respecting cultural differences.
2. Should not harass, abuse, or intimidate clients, volunteers or employees for any reason.