



**Easy Read**

# **EQUALITY AND DIVERSITY POLICY**



**Reviewed April 2025**



**Why do we need this policy?**



To make sure that everyone is treated fairly and not **discriminated** against because of who they are



**Discriminate** means treating someone another way because of something 'different' about them



Everyone who gets support from or who works for Centre 404 should be treated fairly and with no discrimination



**The right to be treated fairly**



The UK has a law called the Equality Act

It gives everyone the right to be treated fairly



**Equality** means

Everyone having equal rights and being treated fairly

Not everyone needs the same support but everyone's needs are just as important



**Diversity** means

We are all different from each other in different ways

No one is better or worse than anyone else and we respect everyone

**CENTRE 404**



Centre 404 values everyone's differences

It makes Centre 404 a more interesting place!



Centre 404 wants to be open and transparent

This means not hiding things like if something goes wrong



We will ask for feedback and ideas so we can find out

- what is important to you
- how we can do better

We will ask the people who work for us about this too



We talk about equality and diversity at Centre 404 in lots of different ways

- In meetings and our committees
- When we are advertising and interviewing people for jobs
- All staff get equality and diversity training
- Having policies like this one for staff and service users to read







It is against the law to discriminate against anyone because of these things



### **Marital or Civil Partnership status**

If a person is single, married or in a civil partnership







### **Disability**

If a person has a disability or impairment of any kind



### **Religion and beliefs**

If a person has spiritual beliefs or if they do not have any

	<p><b>Sexual Orientation</b></p> <p>If a person is a lesbian, gay or bi-sexual or any other LGBTQ+ orientation</p>
	<p><b>Race and ethnicity</b></p> <p>A person's skin colour or their family background</p>
	<p><b>Age</b></p> <p>How old or young a person is</p>
	<p><b>Gender Reassignment</b></p> <p>If a person has had or is going through a sex-change</p>



## Maternity or Pregnancy

If a person is pregnant or has just had a baby



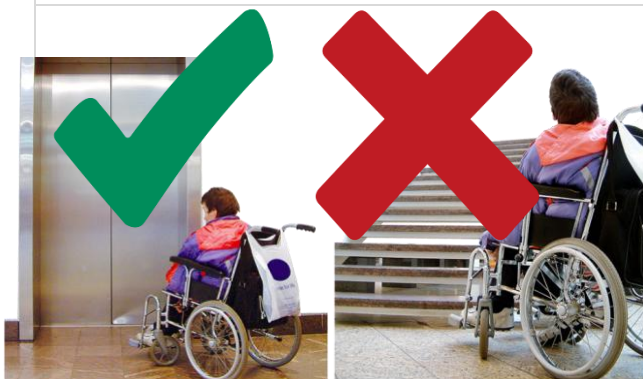
## Sex

If a person is a man or a woman



Centre 404 gives flexible support to people

We will find the best way to support you if your needs change



Centre 404 makes sure that everyone can use our services

Like getting in and out of our buildings or using equipment



We have user-friendly services for everyday living like a walk or wheel in shower



We will find the best way to communicate with you and everyone we support



We can give you information in an Easy Read design like this policy



We have an easy read Complaints Procedure

If anyone feels they have been treated unfairly they can make a complaint





We make sure everyone can join in the activities they want to do



We make sure no one is left out from taking part in activities or making choices about their support



We think about everyone's religions

We would not arrange an event or meeting on a special Holy day if that meant you could not join in



We will think about and respect your background and culture when we do assessments and write your **person centred plan**

We might do a separate **cultural support plan** for you



Our leaflets and pictures include people from different backgrounds



Everyone is free to choose

- the type of relationship they want
- to be who they want to be

On one else should judge them



No one should be harassed, bullied or victimised

We have rules about this in other policies about Bullying and Harassment



Centre 404 will not allow inappropriate behaviour towards our staff

We might decide to stop support and services if we cannot resolve the issues raised



We have clear and fair ways of finding staff and volunteers



We choose staff and volunteers because of the values and skills they have

Like being good listeners and being kind



We include service users in finding new staff when we can

Your opinion is important to Centre 404



We have systems in place to check the quality and impact of our work

These help us to make sure we are following this policy and others like it



If you feel worried or have any questions please talk to someone at Centre 404 like your support worker or service manager

## Contact us



### Telephone

020 76 97 13 27



### Address

Centre 404  
404 Camden Road  
London N7 0SJ



### Website

[www.centre404.org.uk](http://www.centre404.org.uk)



### E-mail

[general@centre404.org.uk](mailto:general@centre404.org.uk)