

James Gray Associates Equality & Diversity Policy

Our aim at James Gray Associated Ltd is that our workforce will be truly representative of all sections of society and each person feels respected and able to give of their best.

To that end the purpose of this policy is to provide equality and fairness for all in our employment and not to discriminate on grounds of gender, marital status, race, ethnic origin, colour, nationality, disability, sexual orientation, religion, age, pregnancy, class or social background and political belief. We oppose all forms of unlawful and unfair discrimination.

All employees will be treated fairly and with respect. Selection for employment will be on the basis of aptitude and ability. All employees will be helped and encouraged to develop their full potential and the talents and resources of the workforce will be fully utilised to maximise the efficiency of the clients.

For our policy to be successful, it is essential that everyone is committed to, and involved in its delivery. Our goal is to work towards a just society, free from discrimination, harassment and prejudice. We aim to embed this in all our policies, procedures, day-to-day practices and all relationships.

Our commitment:

- To create an environment in which individual differences and the contributions of all our staff are recognised and valued.
- Every employee is entitled to a working environment that promotes dignity and respect to all. No form of intimidation, bullying or harassment will be tolerated.
- We will review all our employment practices and procedures to ensure fairness.

Equality and Diversity at Work

In order to ensure that equality underpins all aspects of our employment policies, procedures and practices, we aim to:

- Ensure that James Gray Associates Ltd complies with this policy and does not discriminate intentionally or unintentionally against any group or individual;
- We intend to become an employer of choice by promoting and developing policies that support a work-life balance, equal pay and ensuring that we maximise employment opportunities for all.
- Monitor our employment processes by age, disability, gender, sexual orientation, religion and race and take action to address any inequalities that are apparent;
- Recruit employees in a manner which is fair and open;
- Ensure employees are aware of their personal responsibility to apply this policy;
- Promote a culture of fairness and respect in all employment policies, procedures and practices;
- Ensure pay structures reward all employees fairly;
- Recognise that employees have the right to work in a supportive, safe and environment free from harassment
- Ensure that we have in place procedures for equal pay.