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## Equality, Diversity and Inclusion Policy

### Introduction

Essex Youth Build is a registered charity based in Chelmsford offering Entry Level and Level 1 construction qualifications, literacy and numeracy support to young people aged 14–19 in Essex.

We are committed to creating an inclusive learning and working environment where everyone is valued, differences are respected, and discrimination is not tolerated. Our approach is guided by the Equality Act 2010, which protects people from unlawful discrimination, harassment, and victimisation, and promotes equality of opportunity. The employment aspect of this policy is based on the Acas guide *Prevent Discrimination, Support Equality*.

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### Purpose of this policy

We aim to:

Ensure equality, fairness and respect for all learners, employees, volunteers and visitors.

Avoid unlawful discrimination based on protected characteristics: age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race (including colour, nationality and ethnic or national origin), religion or belief, sex, and sexual orientation.

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### Our commitments

Essex Youth Build will:

Promote equality and diversity in both the workplace and as a place of learning.

Provide a safe, respectful environment free from bullying, harassment, victimisation and unlawful discrimination.

Base recruitment, promotion and other decisions solely on merit, qualifications, experience, skills and safeguarding requirements.

Welcome applications from all genders, ethnicities, age groups, and individuals with a criminal record, where it is safe and appropriate.

Make reasonable adjustments for learners or staff with disabilities or specific needs to ensure equal access and opportunity.

Plan lessons and activities that reflect diversity positively in terms of race, sex, gender identity, disability, and other characteristics.

Challenge prejudice, discrimination, or inappropriate language whenever it occurs.

Regularly review our policies, procedures and practices to ensure fairness and legal compliance.

Monitor and evaluate our progress, collecting equality data only where legally required or as a condition of funding.

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### **Links to other policies**

This policy should be read alongside:

Safeguarding Policy

Data Protection (GDPR) Policy

Essex Youth Build Terms and Conditions of Employment (in Contracts of Employment)

All policies are stored in the Master Policies folder and are available on request.

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### **Roles and Responsibilities**

Trustees

Ensure Essex Youth Build complies with equality legislation.

Oversee implementation and review of this policy.

Manager

Implement and monitor the policy.

Ensure all staff and learners are aware of their responsibilities and receive appropriate training.

Take prompt and appropriate action in any case of alleged discrimination, harassment or victimisation.

Staff and Tutors

Promote an inclusive and collaborative ethos in all learning spaces.

Challenge prejudice and discrimination and deal professionally with related incidents.

Use teaching materials and strategies that reflect diversity positively and meet the needs of all learners.

Provide additional support to learners at risk of underachievement.

Be alert to and address the harmful impact of discriminatory language or behaviour.

Learners

Treat staff, visitors and other learners with dignity and respect, regardless of differences.

Report any discriminatory behaviour to a member of staff.

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### **Reporting and Consequences**

Any learner or staff member who feels they have experienced or witnessed discrimination, harassment or victimisation should report it to the Manager or any trusted member of staff.

All reports will be taken seriously, investigated promptly, and handled in confidence wherever possible.

Breaches of this policy will be treated as misconduct and may result in disciplinary action, including dismissal or termination of a learner's place.

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### **Monitoring**

We will only collect and record information on protected characteristics where required by law or as a condition of funding (e.g., grants aimed at increasing diversity in construction training). Any such data will be stored securely and used only for equality monitoring.

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Essex Youth Build, Unit 5, 8 Hoffmans Way, Chelmsford, Essex, CM1 1GU  
Equality, Diversity and Inclusion. Reviewed August 2025 by Trustees.  
Author, Manager.  
Next review, August 2026  
VCN2

Registered Charity Number 1124657