



**Brent Centre  
for Young People**  
healthy minds, brighter futures.

# Equity, Diversity & Inclusion Policy

**Last reviewed:** March 2025

**Next review:** March 2027

## 1. Introduction

The Brent Centre for Young People (BCYP) is committed to promoting equality, diversity, and inclusion in all aspects of our work. As a pioneer in providing mental health services tailored specifically for adolescents, the Centre recognises the importance of fostering an environment that is inclusive, equitable, and celebrates diversity.

We believe that a diverse and inclusive environment enhances our ability to serve our clients, fosters creativity and innovation, and enriches our community. This policy outlines our commitment to equality and diversity, providing a framework for ensuring that these principles are integrated into our organisational practices.

The purpose of this policy is to:

- Ensure that all employees, volunteers, clients, and stakeholders are treated fairly and with respect.
- Promote a culture that values diversity and inclusion.
- Comply with relevant equality legislation and best practices.
- Outline our approach to preventing and addressing discrimination and promoting equal opportunities.

## 2. Principles

- **Equity:** We are dedicated to providing equal access to mental health support and services for all adolescents, irrespective of their background, race, ethnicity, gender identity, sexual orientation, religion, disability, or socio-economic status.
- **Diversity:** We celebrate and embrace the diversity of the young people we serve, as well as our staff, volunteers, and stakeholders. We believe that diverse perspectives and experiences contribute to a richer and more effective approach to mental health care.
- **Inclusion:** We are committed to fostering an inclusive environment that respects and values the contributions of every individual. We strive to create a space where everyone feels welcomed, heard, and respected.

## 3. Statement of Intent

1. BCYP recognises that people with different backgrounds, skills, attitudes and experiences bring fresh ideas and perceptions and seeks to value and harness this diversity to make its services relevant and approachable for everyone.
2. BCYP believes in equality of opportunity and values all individuals regardless of any collective and individual identity.
3. BCYP believes that all people have a right to employment and to services which are free from direct and indirect discrimination.

4. BCYP seeks to promote diversity and to respond to the needs of all individuals in a fair and equitable manner.
5. BCYP will work to reduce unfair discrimination in society and seek to eliminate such practices within the organisation.

#### **4. Scope**

This policy applies to:

- All employees and volunteers of the Brent Centre for Young People
- All clients and stakeholders who interact with the Brent Centre for Young People
- All activities and operations conducted by the Brent Centre for Young People

#### **5. Legal Framework**

This policy is in accordance with the Equality Act 2010, which provides a legal framework to protect individuals from unfair treatment and promotes a fair and more equal society. The protected characteristics under the Act are:

- Age
- Disability
- Gender reassignment
- Being married or in a civil partnership
- Pregnancy and maternity
- Race including colour, nationality, ethnic or national origin
- Religion or belief
- Sex
- Sexual orientation

#### **6. Responsibilities**

##### **6.1. Board of Trustees**

The Board of Trustees is responsible for:

- Ensuring that this policy is implemented and reviewed regularly.
- Monitoring our progress in promoting equality and diversity.
- Providing leadership and setting the tone for equality and diversity within the organisation.

##### **6.2. Management Team**

The Management Team is responsible for:

- Implementing this policy and ensuring it is followed by all employees and volunteers.

- Providing training and support to help employees and volunteers understand their responsibilities under this policy.
- Addressing any breaches of this policy promptly and effectively.

### **6.3. Employees and Volunteers**

All employees and volunteers are responsible for:

- Treating others with respect and dignity.
- Complying with this policy and promoting equality and diversity in their work.
- Reporting any incidents of discrimination, harassment, or victimisation they witness or experience.

## **7. Employment and Recruitment**

### **7.1 Employment**

Employment will be undertaken in accordance with the BCYP's Equal Opportunities policy and the principles outlined therein.

- b) All elements of the job description, person specification and shortlisting and interview process for each post will be non-discriminatory in nature and will be applied equally to all candidates.
- b) BCYP recognises that the nature of society and of disparities in wealth and status can result in disadvantage, both in its work and beyond, being experienced by certain groups. It will seek to ensure that all its employment practices treat potential, current and past employees with dignity and only on merit, and will avoid any inappropriate discrimination, positive or negative. It will also ensure that employees will be treated with tolerance and sensitivity.

### **7.2 Recruitment**

- c) Job descriptions, person specifications and application forms are reviewed for each vacant post to eliminate references to non-essential experience or qualifications that might directly or indirectly discriminate against candidates.
- c) Short-listing decisions will be carried out by a selection panel based on the criteria listed in the job description and person specification. Any short list will be of reasonable length based on interviewing time that can be made available by the Centre.
- c) A selection panel aims to treat candidates equally, and to interview them only in relation to the job description and person specification. Decisions are based exclusively on how well candidates match the published required and desirable specifications. The selection panel has responsibility for overseeing and implementing the selection process. It will be constituted and chaired according to the nature of the post and pertinent institutional roles.

## **8. Training**

Relevant training opportunities will be published widely to all employees and be made available to Trustees and staff without discrimination and with regard to individual circumstances.

## **9. Engagement of consultants and contractors**

BCYP will follow equal opportunities principles in engaging consultants or contractors. Any consultants or contractors engaged will be sent this policy and expected to work within the spirit and practice of this policy.

## **10. Religious and cultural needs**

BCYP endeavour to ensure that its work requirements are consistent with both the needs of the organisation and the religious and cultural needs of staff. Where staff have particular religious or cultural needs which conflict with work requirements managers will consider whether it is reasonably practicable to vary or adapt these requirements to enable such needs to be met.

## **11. Disability**

BCYP will endeavour to support and encourage employees who are disabled or become disabled to work within the organisation. Wherever possible and practicable we will assist with their rehabilitation and retraining to endeavour to maintain disabled staff in employment by adjusting working conditions and practices and redeploying to alternative work where necessary or possible.

## **12. Personal Conduct**

- a. We will foster an environment of mutual respect and reflection, encouraging staff to reflect that behaviour which they find acceptable may not be so regarded by others.
- b. Harassment at work in any form is entirely unacceptable and each member of staff holds responsibility for their own behaviour under the policy.
- c. Should any harassment or unacceptable abuse of staff members occur the person or persons responsible will be liable for disciplinary action under BCYP's disciplinary procedure.
- d. BCYP will provide support for employees who allege harassment, and a proper investigation of complaints will take place as outlined in BCYP's complaints procedure.

### **13. Communications**

BCYP will ensure that its services are sensitively and well publicised to ensure equality of access. BCYP's marketing material will strive to provide information and resource materials which are jargon free and free from racist, ageist, disabling, homophobic or sexist images, language or attitudes or any other discriminatory practices.

### **14. Working practices**

BCYP will seek to actively engage all communities in its work and to respect all cultural differences and expectations with regard to catering, times and dates of meetings, modes of dress and conduct, language, translation policy and forms of address.

### **15. Monitoring and Review**

BCYP will regularly monitor and review this policy to ensure its effectiveness. This includes:

- Collecting and analysing data on our service users to identify any inequalities.
- Seeking feedback from employees, volunteers, clients, and stakeholders on their experiences and perceptions of our equality and diversity practices and to identify any inequalities.
- Asking BCYP's Youth Panel to actively engage in our equality, diversity and inclusion policies and practices, ensuring that the young people we serve shape our practices and experience us as an equal and inclusive organisation.
- Reviewing and updating this policy and our practices in light of new legislation, guidance, or best practices.

### **16. Complaints and Concerns**

Any employee, volunteer, client, or stakeholder who believes they have been subjected to discrimination, harassment, or victimisation can raise their concerns through our complaints procedure. We will handle all complaints sensitively, confidentially, and promptly.

### **17. Conclusion**

The Brent Centre for Young People is committed to creating an inclusive and supportive environment where everyone is treated with respect and dignity. By promoting equality and diversity, we aim to enhance our ability to serve our community and achieve our mission.

