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1. Statement of Intent

The Stay Club is committed to encouraging diversity, respect and fair treatment of everyone, eliminating unlawful discrimination and promoting equality of opportunity to all members of our community regardless of

- Protected Characteristic
 - Age
 - Disability
 - Gender Reassignment
 - Marriage and Civil partnership
 - Pregnancy and Maternity (including Paternity)
 - Race (colour, ethnic or national background)
 - Religion or Belief (including non-belief)
 - Sex/Gender
 - Sexual Orientation
- Caring responsibilities for a 'Protected Characteristic' including dependants
- Discrimination based on work pattern (part-time working, fixed-term contract, flexible working)
- Socio-economic background/grouping
- Union activity
- Unrelated spent criminal convictions

The Stay Club aims to ensure that equality is embedded in all functions, operations and activities through our roles as

- an accommodation and shared workspace provider
- an educational establishment
- an employer
- a community and/or business partner

We will seek to

- encourage equality and diversity within the community as they are good practice and make business sense.
- create a living, working and learning environment free of bullying, harassment, victimisation and unlawful discrimination, and promote dignity and respect for all, and where individual differences and the contributions of all members of the community are recognised and valued. This commitment includes training managers and employees about their rights and responsibilities under this policy. Responsibilities include staff conducting themselves to help The Stay Club provide equal opportunities in employment, and prevent bullying, harassment, victimisation and unlawful discrimination. All staff should understand they, as well as their employer, can be held liable for acts of bullying, harassment, victimisation and unlawful discrimination, in the course of their employment, against fellow workers, residents, clients, suppliers and the public.
- take seriously complaints of bullying, harassment, victimisation and unlawful discrimination by all members of the community and any others in the course of The Stay Club's activities. Such acts will be dealt with as misconduct under grievance and/or disciplinary procedures or under the licence/tenancy agreement, and any appropriate action will be taken. Particularly serious complaints could amount to gross misconduct and lead to dismissal without notice. Further, sexual harassment may amount to both an employment rights matter and a criminal matter, such as in sexual assault allegations. In addition, harassment under the Protection from Harassment Act 1997 – which is not limited to circumstances where harassment relates to a protected characteristic – is a criminal offence.
- make opportunities for training, development and progress available to all staff, who will be helped and encouraged to develop their full potential, so their talents and resources can be fully utilised to maximise the efficiency of the organisation.
- make decisions concerning staff being based on merit (apart from in any necessary and limited exemptions and exceptions allowed under the Equality Act 2010).
- review employment practices and procedures when necessary to ensure fairness, and update them and the policy to take account of changes in the law.
- ensure that our premises and/facilities are accessible and that provisions for reasonable accommodations are made to ensure access for people with disabilities.

- monitor the make-up of the workforce regarding information such as age, gender, ethnic background, sexual orientation, religion or belief, and disability in encouraging equality and diversity, and in meeting the aims and commitments set out in this Policy. Monitoring will also include assessing how this Policy and any supporting action plan(s), are working in practice, reviewing them annually or as required, and considering and taking action to address any issues.

2. Scope

This Equality, Diversity & Inclusion Policy applies to all members of The Stay Club community (including The Stay Club Camden, The Stay Club Colindale, The Stay Kentish Town, The Stay Club Willesden, Stay Campus London and Stay Professional), including

- All current and prospective workers
- All current and potential residents, clients and customer
- Guests and visitors, including external persons making use of the facilities
- Contractors
- Individuals working on behalf of The Stay Club including suppliers of goods and services

3. Statutory Compliance

Key relevant acts and regulations

- Equality Act 2010
- Employment Relations Act 1999
- The Gender Recognition Act 2004
- Human Rights Act 1998
- Rehabilitation of Offenders Act 1974

4. Key Roles and Responsibilities

4.1 Senior Management will

- evaluate operational decisions to assess the impact on policy and strategy with reference to the principles of equality and diversity and measure outcomes.
- champion, sponsor and promote the value of equality and diversity.
- where relevant, include equality and diversity development actions in their strategic plan
- ensure that changes to policy and practice are screened for equality relevance
- ensure organisation compliance with equality legislation

4.2 Line Managers will

- disseminate information to ensure staff are aware of their responsibilities.
- implement this policy in the day to day management of their staff and business activities.
- identify and respond to equality and diversity staff development needs.
- support individual needs of staff so they can participate and perform effectively.
- monitor, assess and report progress against equality action plans and key performance indicators

4.3 All Staff will

- keep up to date with this policy.
- participate in training and development activities.
- anticipate and respond positively to different needs and circumstances of members of the community.
- apply equality and diversity principles through everyday work activities.

4.4 Residents, Clients and Customers will

- treat all members of the community with dignity and respect their rights and beliefs.
- challenge or report incidents of discrimination, harassment and bullying.
- respond positively and inclusively to individual differences.