

## **CYL EQUAL OPPORTUNITY POLICY**

CYL is actively opposed to all forms of discrimination against its users on the grounds of:

- Age
- Appearance
- Caring Responsibilities
- Class
- Gender
- HIV Status
- Marital status
- Nationality
- Political Beliefs
- Religion
- Immigration status
- Race/Ethnicity
- Sexuality
- Long terms illness
- Unrelated criminal conviction
- Trade Union Activity
- Physical or mental ability

CYL is committed to delivering services that are accessible and recognise the discrimination that many people may face.

CYL have measures to combat all direct and indirect discrimination.

If a member of staff encounters any discriminatory comments or behavior they have the authority to inform the person that CYL advocates an Equal Opportunity Policy, which does not tolerate discrimination of any kind. If the individual does not refrain from such behavior the individual will be passed on.

It will be pointed out to the individual that it is our policy not to discriminate in any way.

CYL will also offer to send the individual a copy of the Equal Opportunity Policy for clarification.

If the individual refuses to cease to display behavior/curb comments that are of a discriminatory nature CYL have the authority to withdraw services from the said individual.

Anyone who wishes to make a complaint if they feel CYL has not followed the equal opportunity policy will be directed towards our complained procedure.

## **FORMS OF DISCRIMINATION**

Direct Discrimination - Where a person is less favorably treated because of race, ethnic or national origins, sex, pregnancy, marital status, disability or sexual orientation.

Indirect discrimination - Where a requirement or condition, which cannot be justified, is applied equally to all groups but has a disproportionately adverse effect on one particular group.

**Victimisation** - Where someone is treated less favorably than others are because he or she has taken action against CYL under one of the relevant acts, if such victimisation is unlawful or not.

**Position requiring a Criminal Record Bureau Check**

Unless the nature of the position allows CYL to ask questions about your entire criminal record we only ask about “unspent” convictions as defined by the Rehabilitation of Offenders Act 1974.

Where a Disclosure is to form part of the recruitment process, we encourage all applicants to provide details of their criminal record at an early stage in the application process. Those who need to see it as part of the recruitment process will only see such information.

Having a criminal record will not necessarily prevent you from working with us. This will depend on the nature of the position and the circumstances and background of your offences.

Failure to reveal information that is directly relevant to the position sought could lead to withdrawal of an offer of employment.