National Star
Realising the aspirations of people with disabilities

Senior Manager Responsible	Reviewed by	Approved by	Date Approved	Review Date
Chief People Officer	K Challenger	Board of Trustees	03.11.26	**Nov 28**

Working with National Star
Equality, Diversity and Inclusion Policy (Wales)

1. About this Policy

1.1 National Star is committed to advancing equity of opportunity for all. The organisation celebrates and values the diversity brought to its workforce and student body by individuals, and is committed to meeting the needs of a diverse learner population within a multicultural society. National Star seeks to ensure that individuals, and communities have equal access to learning programmes and facilities, to be responsive to the changing demographic of the local area, and to play an active role in community cohesion.

1.2 National Star will treat all employees, workers, and people we support with respect and dignity, and seeks to provide a working environment free from discrimination, harassment or victimisation. National Star will seek to eliminate discrimination on the grounds of age, disability, sex, sexual orientation, gender reassignment, marital status, pregnancy and maternity, race and religion or belief.

1.3 National Star aims to create a working and learning environment where there are positive relations between different groups of people. To this end, the organisation undertakes to provide training and support for employees, to consult with employees about their experience of the working environment, and to provide diverse images in any material that it produces. The aim is to create an inclusive ethos where issues of diversity, bullying, stereotyping, and discrimination can be discussed openly, where there is a shared commitment to challenging and preventing all kinds of discrimination, and where there is respect for diversity and difference.

2. Purpose

2.1 At National Star, our whole organisation's mission:

Is to realise the aspirations of people with disabilities through the delivery of *Learning, Living & Support* services.

National Star is a working name of National Star Foundation which is registered in England and Wales, company number 00522846, charity number 220239. Registered office Ullenwood Manor, Ullenwood, Cheltenham, Gloucestershire, GL53 9QU

2.2 To support the delivery of this mission, our vision for Equality, Diversity and Inclusion at National Star is:

To promote a culture where every individual has the right to feel equally valued and respected, and the responsibility to make sure others feel the same.

2.3 As we work, we are led by National Star's Values:

Equality – ensuring equal opportunities and upholding British Values.
Diversity – respecting and celebrating difference.
Self-determination – being included where you want to be.
Individuality – protecting from discrimination.

2.4 This means we work with:

Respect
Integrity
Perseverance
Continuous improvement

2.5 This policy sets out the organisation's approach to promoting equal opportunities, diversity and inclusion and the arrangements for dealing with complaints of less favourable treatment. Its purpose is to establish a framework and minimum standards for embedding equality and diversity principles and best practice for inclusion across National Star.

3. Scope

3.1 This policy applies to all employees, workers, agency workers, people we support, trustees, governors, volunteers, parents, carers and families, partners and contractors working for, or on behalf of, the organisation. National Star expects that any partners we work with meet the relevant legislation. This policy applies to job advertisements, recruitment and selection, deployment, training and development, opportunities for promotion, conditions of service, pay and benefits, conduct at work, disciplinary and grievance procedures, and termination of employment and contracts.

4. Statement

4.1 **Duty Identification**
National Star is committed to equal opportunities and diversity as a fundamental part of the way it undertakes its work. This ensures that an individual's characteristics are recognised, accepted, and valued and that each person is able to contribute fully to create an environment in which they can give their best. National Star will not tolerate any bullying, harassment or victimization. National Star's policy is that the organisation, people we support and those working on behalf of the organisation will not discriminate on the grounds of any 'protected characteristic', such as:

- Age
- Disability
- Gender reassignment
- Marriage and civil partnership

- Pregnancy and maternity
- Race
- Religion or belief
- Sex
- Sexual orientation

4.2 Fundamental British Values are recognised and valued to ensure that everyone working and learning and living within National Star is able to be empowered and take initiative whilst recognising their rights and responsibilities. The Fundamental British Values are:

- Democracy
- Rule of Law
- Tolerance and Mutual Respect
- Individual Liberty

4.3 **General duties**

Under current equality legislation National Star has a general duty to have due regard to the need to:

- Eliminate unlawful discrimination, harassment and victimisation.
- Advance equality of opportunity between people who share a protected characteristic and those who do not.
- Foster good relations between people who share a protected characteristic and those who do not.
- Remove or minimise disadvantages suffered by people due to their protected characteristics.
- Take steps to meet the needs of people from protected groups where these are different from the needs of other people.

4.4 **Other types of discrimination**

National Star has a responsibility to address other types of discrimination that are not direct. These include:

- Indirect discrimination – this can occur if a rule, or policy disadvantages a particular protected characteristic (unless justified, for example positive discrimination).
- Associative discrimination – this is discrimination against an individual because s/he associates with another person who possesses a protected characteristic.
- Discrimination by perception – this is discrimination against a person because others think s/he possess a protected characteristic.
- Harassment – employees are entitled to complain of behaviour they find offensive even if it is not directed at them.
- Harassment by a third party – the organisation is potentially liable for harassment of their employees or people we support by people not employed by the organisation. Third parties include but are not limited to; clients, customers, suppliers, independent contractors, patients and visitors.

5. Relationship with other policies

5.1 This policy should be read in conjunction with the following policies and documents:

- Dignity at Work Policy
- Recruitment and Selection Policy
- Disciplinary Policy
- Grievance Policy
- Whistleblowing Policy

- Student Disciplinary Policy
- Safeguarding Policy
- Assessment, Offer, Transition and Admissions Policy
- Admissions Policy – Long term residential
- Learning Policy
- Complaints Policy
- Welsh Language Policy
- Adult and Community Learning Entitlement
- Anti-Bullying Policy
- Code of Professional Practice – Code of Conduct for Managers
- Code of Professional Practice – Code of Conduct for NSC Employees

6. Review

6.1 This policy will be monitored periodically by the organisation to judge its effectiveness and will be updated in accordance with changes in the law. It will be formally reviewed and presented to the board every two years.

Procedures

1. Roles & Responsibilities

1.1 **The Trustees and Governors**

It is the responsibility of the trustees and governors to ensure that National Star meets its legal obligations with respect to its general duties under the Equality Act (2010). Trustees and governors are responsible for using their best endeavors towards ensuring that:

- The membership of the trustees and governors reflects the diversity of the communities served by National Star.
- National Star's strategic plan includes a commitment to equality, diversity and inclusion.
- Equality, diversity and inclusion training is mandatory for all employees.
- They are aware of National Star's statutory responsibilities in relation to equalities legislation as an employer, and service provider.
- They receive and respond to the EDI monitoring information on employees and people we support.

1.2 **The Chief Executive Officer** and Leadership Team have overall responsibility for ensuring the organisation complies with all relevant legislation relating to equality, diversity and inclusion**.** They are responsible for providing executive leadership and direction on equality issues, and for regularly monitoring the equality, diversity, and inclusion action plan. Alongside the rest of the senior management team they are responsible for taking the lead in creating a positive, inclusive ethos.

1.3 All **employees and managers** have a responsibility for ensuring that everyone promotes and works in a way that does not unlawfully discriminate.

1.4 **Management**

The leadership team and managers are responsible for putting policies into practice. They must ensure they are aware of the organisation's statutory duties in relation to legislation:

- All aspects of organisational policy and activity are sensitive to the issues faced by different protected characteristics.
- Group monitoring information is collected and analysed.
- Teaching observation, or observation of practice reports include criteria on equality issues where appropriate.
- Curriculum areas are required to assess performance in relation to protected characteristics as part of the programme review and self-assessment process, and to take action as appropriate.
- The procedures for employee recruitment and career development enshrine best practice in equal opportunities.

1.5 **Employees**

All employees have responsibilities for promoting equality and fostering good relations between different groups. All employees have responsibilities to eliminate discrimination on grounds of race, gender, disability, or any of the protected characteristics. Employees are responsible for ensuring that:

- They are aware of the organisation's statutory duties in relation to legislation.

- They challenge inappropriate behaviour by either people we support, other employees or other parties that employees / people we support come into contact with, such as, work-placement employees, contractors, clients, suppliers as examples.
- It is the responsibility of National Star and each of its employees to confront discrimination, whether witting or unwitting, whenever it occurs.

1.6 The following employees have particular responsibilities:

- Director of Funding and Contracting has responsibility for collating and analysing data for monitoring purposes.
- The Leadership Team for ensuring that equality, diversity, and inclusion are embedded across all service areas.
- Chief People Officer for employment practices and procedures.
- National Lead CPD for ensuring that employees are appropriately trained.
- National Star's Senior Marketing Role to ensure the organisation's publicity materials present appropriate images that reflect our diversity and send out positive messages about different groups of people.

1.7 **The Multi-Faith Worker:**

- To promote the people we support and employees' understanding of cultures, faiths, beliefs, no belief, and world issues.
- To have a range of mechanisms to ensure all employees and people we support have a voice and feel their opinion counts and to respond to requests for multi-faith support.
- To maintain a space for worship and information sharing relating to multi-faith/no faith support.
- To acknowledge important faith and religious festivals and to provide a range of enrichment activities that support employees and people we support to explore their understanding of people and communities beyond their immediate experience.
- To create and maintain strong partnerships with local faith and community groups.

2. Implementation

2.1 All those covered by the policy are responsible for ensuring that activities for which they are responsible comply with this policy. People should raise any concerns with line managers in the first instance. Similarly, clear breaches of the equality, diversity and inclusion policy should be referred to line managers. Existing mechanisms within the organisation should be used to resolve concerns or refer onwards as appropriate.

3. Support, Advice and Communication

3.1 Support is available from the HR Delivery Team, Leadership Team, Multi-Faith Worker and the confidential Employee Assistance Helpline.

3.2 Employees will receive regular EDI Training through mandatory eLearning.