

### Introduction and Aims

The Olive Tree Cancer Support Group is a charitable organisation that aims to support local people suffering with cancer including patients, carers, relatives and friends. Cancer has no respect for race or creed and the Trustees are committed to meet the aims without discrimination.

The Trustees aim to do this through the promotion of equal opportunities and the elimination of unfair discrimination in all its activities.

We aim to behave without discrimination with people and those who receive our services or visit our centre, irrespective of gender, race, beliefs, disability, mental or physical health, religion, sexuality and age.

### Our Commitment

We will work with and help local people affected by cancer whenever we can

We aim to create an environment in which individual differences and the contributions of staff, volunteer workers, helpers, patients and visitors are recognised and valued.

We recognise that everyone involved in the charity is entitled to dignity and respect. Intimidation, bullying or harassment is not to be tolerated.

We will offer training and development opportunities to staff and volunteers.

We will review our practices and procedures to ensure fairness.

### Practice

Everyone in the local area affected by cancer will have the opportunity to receive the help and assistance that we are able to provide.

Everyone has the opportunity and right to become a volunteer worker or helper. Selection will be on the basis of availability, aptitude and ability.

Everyone has the opportunity to apply for staff positions. Selection for employment, promotion, training or any other benefit will be on the basis of aptitude and ability.

Staff, volunteer workers and helpers are to be made aware of the Equal Opportunities Policy during their induction.

Therapies and services will be made available according to need and availability.

Complaints of unfair discrimination will be addressed.

The Trustees will aim to achieve a fair representation of the community it serves in the composition of its committees, volunteer workers and helpers.

### Complaints

In the first place a complaint will be reviewed by the Manager.

# The Olive Tree Cancer Support Group Equal Opportunities Policy



If a complaint then remains unresolved the Complaints Procedure will be followed.

## **Reporting**

The Manager will report to the Trustees annually with a review of the application of this policy, including details of complaints and recommended actions.

The Trustees March 2017