

Surrenden Dental Practice

Equal opportunities policy for staff

We are committed to creating a practice culture of respect and understanding and recognise the value of diversity within the team.

Non-discrimination rights are protected by anti-discrimination legislation including the Equality Act 2010. Part-time Workers (Prevention of Less Favourable Treatment) Regulations 2000, and the Employment Rights Act 1996

At Surrenden Dental Practice, we will not treat someone less favourably because of their age, a disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation. We are committed to ensuring equality of opportunity for every member of the team, our patients and our suppliers. We extend this commitment to prospective employees who respond to recruitment opportunities.

This policy aims to ensure equality by avoiding discrimination of team members by others working at the practice and outside contractors.

Definitions

There are four main types of discrimination: direct and indirect discrimination, harassment and victimisation.

Direct discrimination is treating a person less favourably on the grounds of a protected characteristic.

- Discrimination based on perception can occur when you treat someone less favourably because you mistakenly think that they have a protected characteristic (other than pregnancy and maternity).
- Discrimination based on association occurs when you treat someone less favourably because of their association with another person who has a protected characteristic. For example, discriminating against someone who cares for a family member with a disability.

Indirect discrimination is applying a provision, criterion or practice equally to everyone but which has the effect of putting those with a protected characteristic at a disadvantage.

Harassment is defined as the use of 'threatening, abusive or insulting words or behaviour, or disorderly behaviour'. It also includes displays of writing, signs or other visible representations that are threatening, abusive or insulting. To be a criminal offence, it must be proved beyond reasonable doubt that the harassment was intentional.

There are three types of harassment: harassment related to a protected characteristic, sexual harassment, and harassment related to sex.

Victimisation occurs when an individual is treated less favourably because they have made or supported a claim of discrimination or alleged a breach of equality legislation. There must be a

link between what the individual did and the way they have been treated. The less favourable treatment does not need to be linked to a protected characteristic.

A protected characteristic is age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

Disability discrimination occurs when a person is treated less favourably because of something connected with their disability

Equal pay is equality in the terms of remuneration and benefits where an employee performs work that is rated equivalent to work performed by a member of the opposite sex or of equal value.

[If you believe that you have experienced discrimination or harassment](#)

Discrimination

You should first raise the matter with Ed O'Toole, Chris Roberts or Fiona Back. If the matter cannot be resolved informally, you should submit your complaint in writing to Fiona Back, practice manager.

Harassment

You should let the offender know how you feel about their behaviour and ask them to stop – by speaking to them directly by putting your concerns in writing. You should keep a good record of the incidents and report them as soon as possible to Fiona Back, practice manager. If the incident involves either the practice owners or the practice manager then you should report the matter to another member of staff who is not involved.

[What we will do](#)

We will ensure this policy reflects current legal requirements (and update it if necessary) and monitor our performance against it.

We will take seriously any allegation of discrimination or harassment and will listen to your complaint sympathetically and record it accurately. We will initiate our grievance procedure and investigate the incident fully. We will keep you informed of our progress and of the outcome. We will deal with the matter as soon as possible and within 20 working days.

We will treat your complaint as confidential but investigation and subsequent action may require the involvement of others, including asking the offender to give their version of the events.

An employee who has been found to breach this policy will be liable to disciplinary action. Persistent or blatant discrimination or harassment could lead to dismissal.

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