



## EQUAL OPPORTUNITIES POLICY

Millennium homecare service (referred to as the provider) aim to ensure that all of its employees and job applicants are treated equally irrespective of disability, race, colour, religion, ethnic origin, age, sex or marital status. This policy sets out instructions that all employees are required to follow in order to ensure that this is achieved.

1. There shall be no discrimination on account of disability, race, colour, religion, nationality, ethnic origin, age, sex or marital status.
2. The provider shall appoint, train, develop and promote on the basis of merit and availability.
3. All employees have personal responsibility for the practical application of the provider's Equal opportunity policy, which extends to the treatment of members of the public.
- 3 Care Co-Ordinators and Senior Home Support Workers who are involved in the recruitment, selection, promotion and training of employees have a special responsibility for the practical application of the Providers Equal Opportunity Policy.
- 5 The grievance Procedure is available to any employee who believes that he or she may have been unfairly discriminated against.
- 6 Disciplinary action under the disciplinary procedure shall be taken against any employee who is found to have committed an act of unlawful discrimination. Discriminatory conduct and sexual or racial harassment shall be regarded as gross misconduct.
- 7 If there is any doubt about inappropriate treatment under the Providers Equal Opportunities policy, employees should consult the directors.