



**WOKINGHAM  
BOROUGH COUNCIL**



# **Our Equality, Diversity and Inclusion Policy**

How we treat people fairly and include everyone.



## About us



We are Wokingham Borough Council. We run lots of different services to help people in Wokingham.



We help people of all ages.



A lot of people work for us.



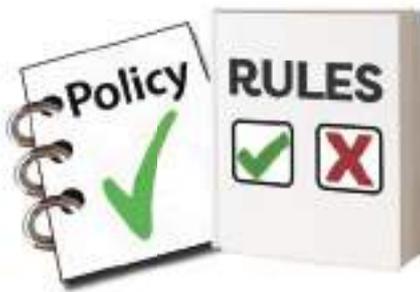
We also work with other organisations who help people.



It is really important to us that we treat people fairly.



We want everyone to get the same chances to do well.



We have written a **policy** that tells you how we will do this.

A **policy** is like a set of rules about how we do something.



Our policy says how we would like to treat people fairly and include everyone.

# About equality, diversity and inclusion



## Equality

This means everyone should be treated fairly and given the best chance to do well in life.



## Diversity

This means understanding that people are different and have different needs.



## Inclusion

This means making sure everyone's voice is heard and everyone feels listened to and like they belong.

## What the law says



There is a law called the **Equality Act 2010**. It says that everyone should be treated fairly and have the best chance to do well.



Some people are more likely to be treated unfairly or left out. The law protects these people.



The law says you cannot be treated unfairly because of:

- How old you are.



- If you have a disability.



- Your **race**. **Race** means the colour of your skin, how you look or where you are from.



- Your religion or what you believe in.



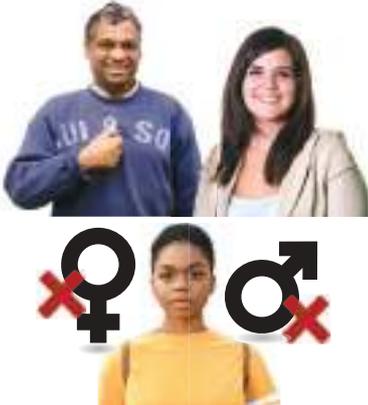
- Your sexual orientation.  
This means who you fancy.



- Being pregnant or having a baby.



- Being married or in a civil partnership.



- Your sex or gender. This means if you live your life as a man, a woman or you say something else.



- **Changing your gender.**  
When you are born, a doctor or nurse says if you are a boy or a girl.



But as you grow up you might feel that this is not right.



You might have been told you are a boy but live your life as a girl.



Or you might have been told you are a girl and live your life as a boy.



This is called **changing your gender**.

We also want to make sure we are fair to people who:



- Have been in the Army, Navy or Air Force.



- Have been fostered or adopted. This means that you don't live with your parents. Someone else looked after you.



- Do not have enough money for things like rent, food and bills.



This policy will help us to follow the law.

# Things we will do

## 1. Make life better for everyone



We will make sure that everyone can use our services. Getting help will be easy and fair.



We will ask local people to help us make decisions.



If we want to do something we will speak to the people it will affect.



We will make sure that organisations we work with treat people fairly.

## 2. Build strong and friendly communities



A **community** is where people live, work and play in the same place.



We will support people to make friends. And to feel part of their local community.



We will get information about our local communities.

It will help us to understand what people need.



We will make sure people who need support know where to go for help.



We will work together with other organisations to try to stop **hate crime**.



**Hate crime** is where people are bullied or hurt because of things like:

- The colour of their skin.
- Their religion.
- Who they fancy.



We will run meetings and events to help local people get to know each other.



We will support people to **volunteer** in their local area.

**Volunteer** is when you give your time to help other people. You do not get paid for it.

### 3. Treat everyone fairly



We will make our information easy to understand. Things like having Easy Read, British Sign Language or things you can listen to.



We will make sure we talk to people in a way they can understand.



We will listen to people who are not often heard. This might be some disabled people or older people.



Sometimes we might think about making some changes.



We will check first to see if the changes make things better or worse for some people.



We will get information about people who live here.

It will make sure we help the people who need it most.

#### **4. Be a great place to work**



We will make sure people who work for us know how to treat everyone fairly.



We will make sure all staff are always treated with respect.



We will make sure that everyone has a fair chance to come and work for us.



We will talk to staff about how to make things better.



We will support all staff to feel happy and safe at work.

## Checking our policy is working



We will check that the things in this policy happen.



We will get information about the people we work with.



We have a group called the **Extended Leadership Team.**

They will use this information to decide how well we are doing.



The team will write a report every year. It will say what we have done well, and things we can do better.



## About this easy read

This easy read was checked by CLASP.



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