



Equality Diversity and Inclusion Policy

2018

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1. Introduction

The British Society of Periodontology (here on referred to as “the BSP”) is committed to building a Society of members who are equal, valued and whose diversity reflects the dental community it serves. Through understanding the diversity of individuals and by embedding equality and diversity into our work we will improve our effectiveness as a Society and provide an inclusive and supportive environment for our staff and members.

All staff within the BSP, whether employed directly or not, have a duty to ensure equality in all they do.

The BSP is committed to equality of opportunity and anti-discriminatory practice both in the provision of services and in our role as an employer including the removal of potential barriers and the fostering of relationships.

The BSP believes that all people have the right to be treated with dignity and respect and is committed to the elimination of unfair and unlawful discriminatory practices. The BSP does not tolerate any form of intimidation, humiliation, harassment, bullying or abuse and is fully committed to meeting its legal obligations under The Equality Act.

2. Scope

The policy applies to all staff employed by the BSP, as well as any one working for the BSP as a lecturer, volunteer, agency worker, contractor, processor or Council member (here on referred to as “staff”). The policy also applies to all members/service users, sponsors and visitors to the BSP.

3. Definitions

- **Equality** – not about treating everyone the same; it is about ensuring that access to services and opportunities are available to all by taking into account people’s differing needs and capabilities and making appropriate adjustments to ensure equal opportunities for everyone.
- **Diversity** – about recognising and valuing differences regardless of age, disability, sex, race, religious belief, sexual orientation, gender reassignment pregnancy/maternity or marriage/civil partnership and valuing the opportunities that this can bring to the Society.

4. Responsibility for Equality and Diversity

4.1. All Staff are responsible for complying with the policy and must ensure:

- they do not unfairly discriminate against people who use the services of the BSP or work within the BSP, be they employees, employees of other organisations, lecturers, volunteers, agency workers, contractors,

processors, Council members, members, sponsors or visitors and ensure all individual needs are considered

- take a personal responsibility to promote and value an inclusive workplace where differences are respected, valued and celebrated
- be aware that discrimination can also take the form of associative or perceptive discrimination (direct discrimination or harassment against someone because they associate with another person who possesses a protected characteristic is known as associative discrimination. Direct discrimination or harassment against someone because others think they possess a particular protected characteristic is known as perceptive discrimination). Both types of discrimination apply to race, religion or belief, sexual orientation, age, disability, gender reassignment and sex they do not harass, bully, intimidate, victimise or use any other unwanted behaviour against people who use the BSP services or work in the BSP,
- report to the Executive General Manager any acts or potential acts of discrimination, unlawful or unfair practice
- fully co-operate with Council to develop a culture of dignity and respect within the Society

However, whilst all staff have a collective responsibility to ensure this policy is successfully implemented, there are also specific responsibilities within this.

4.2 The Trustees are accountable to the Council of the British Society of Periodontology for:

- ensuring BSP-wide compliance with this policy and equality legislation;
- providing leadership on the equality and diversity policy, acting as overall champions to ensure the policy is implemented;
- communicating the policy, internally and externally; and
- ensuring the Executive General Manager and the Education and Events Manager (here on referred to as the "Managers") are aware of their responsibilities.

4.3 The Managers are accountable to the Council of the British Society of Periodontology for:

- implementing the policy as part of their day to day management of staff in a fair and equitable way;
- ensuring all staff act in accordance with the equality and diversity policy providing necessary support and direction; and

- effectively managing and dealing promptly when investigating issues relating to potential discrimination.

5. Principles

This policy seeks to ensure the following:

- To demonstrate and promote a commitment to equality issues to both members and staff by challenging discrimination and valuing diversity;
- To enhance and promote high quality services which are responsive to different communities and individual's needs;
- To create a productive, safe and prejudice-free work environment which treats all staff fairly and with respect;
- To ensure fair recruitment and training practices which are accessible and available to all;
- To promote diversity in communication in all aspects of BSP business but specifically equality issues and ensure that people's views are listened to and responded to.
- To demonstrate our commitment to best practice in employment and service delivery and working towards being a model employer.
- To eliminate prejudice and discrimination in all BSP business.

6. The Equality Act 2010

The BSP will not tolerate processes, attitudes and behaviour that amount to discrimination as defined within the Equality Act (see Appendix 1 for full definitions):

- Direct Discrimination
- Indirect Discrimination
- Associative Discrimination
- Discrimination by Perception
- Discrimination Arising from Disability
- Harassment
- Victimisation

7. Who is protected?

The BSP is committed to the elimination of unfair discrimination on the grounds of the following nine 'protected characteristics' as set out in the Equality Act 2010 (see Appendix 2 for further definitions):

- Age
- Sex
- Disability
- Race including colour, nationality, ethnic or national origin
- Religion, belief or lack of religion/belief
- Sexual orientation

- Being or becoming transgender
- Being married or in a civil partnership
- Being pregnant or having a child

You are also protected from discrimination if you are associated with someone who has a protected characteristic, e.g. a family member or friend, or if you're perceived to have one of the protected characteristics but do not, or if you have complained about discrimination or supported someone else's claim.

8. Recruitment & Selection

The BSP is determined to ensure that every job applicant, internal or external, applying for a vacant post will receive fair and equitable treatment. Selection for employment or promotion will be based on aptitude and ability alone.

Reasonable adjustments will be offered to all applicants throughout the recruitment process to ensure that all candidates have a fair and equal opportunity. Candidates must be aware that adjustments can only be made if requested prior to attendance and with enough time for these adjustments to be implemented.

9. Training & Development

All employees and members will be helped and encouraged to develop to their full potential and the talents and resources of the workforce will be fully utilised to maximise the efficiency of the BSP.

As with recruitment and selection (Section 8) reasonable adjustments will be offered to all staff and members who wish to take up training opportunities to ensure a fair and equal approach for all.

10. Communication

The BSP believes good communication to be the key to developing equality of opportunity for all. The BSP is committed, where possible, to making appropriate facilities available and accessible to enable members and staff to communicate effectively.

11. Complaints

Any Staff, member/service user, sponsor or visitor to the BSP who believes that this policy has been breached should raise their concerns with the Executive General Manager. The EGM will ask the Trustees to investigate the complaint and will make recommendations as to future action.

12. Non-compliance with Policy

The BSP will not tolerate behaviour from staff which breaches our equality and diversity policy. Any such breach will be regarded as misconduct and dealt

with by the Trustees. Any breach by a contractor may result in their contract being terminated.

13. Monitoring

This policy will be reviewed annually and as necessary with changes in legislation.

Appendix 1 - Definitions of Discrimination (Equality Act)

1. Direct Discrimination – occurs when a person is treated less favourably than another on the grounds of a protected characteristic. Example – an employer does not interview a job applicant because of the applicant's ethnic background.

2. Indirect Discrimination – occurs when a rule, policy or way of doing things has a worse impact on someone with a protected characteristic than someone without one, when this cannot be objectively justified. Example – requiring all patients to call up to book an appointment. This could have a negative impact on patients with hearing or speech impairments if they are not given an alternative method of booking an appointment.

3. Direct discrimination by association – means treating someone less favourably than another person because they are associated with a person who has a protected characteristic. Example – an employer offers flexible working to all staff. Requests are supposed to be considered based on business need. A manager allows a man's request to work flexibly to train for a qualification but does not allow another man's request to work flexibly to care for his disabled child. If the manager's decision is because the child is disabled, this is likely to be direct disability discrimination because of the man's association with his child.

4. Direct discrimination by perception – means treating one person less favourably than someone else, because you incorrectly think they have a protected characteristic. Example – a bed and breakfast hotel owner falsely tells a man that there are no rooms available because the owner believes the man is gay. Even if the man is not gay, the owner is discriminating on grounds of perception.

5. Victimisation – means treating someone unfavourably because they have taken some form of action relating to the Equality Act, e.g. made a complaint, raised a grievance or supported somebody who is doing so. Example – a non-disabled worker gives evidence on behalf of a disabled colleague at an Employment Tribunal hearing where disability discrimination is claimed. If the non-disabled worker were subsequently refused a promotion because of that action, they would have suffered victimisation in contravention of the Act.

6. Harassment – unwanted behaviour related to a protected characteristic which has the purpose or effect of violating someone's dignity or which creates a hostile, degrading, humiliating or offensive environment. Example – a builder addresses abusive and hostile remarks to a customer because of her race after their business relationship has ended. This would be harassment.

7. Discrimination arising from disability – means treating a person with a disability unfavourably because of something connected with their disability

when this cannot be objectively justified. Example – an employer dismisses a worker because she has had three months' sick leave. The employer is aware that the worker has multiple sclerosis and most of her sick leave is disability-related. The employer's decision to dismiss is not because of the worker's disability itself. However, the worker has been treated unfavourably because of something arising in consequence of her disability (namely, the need to take a period of disability-related sick leave).

Appendix 2 - Definitions of Protected Characteristics (Equality Act)

1. Age – Where this is referred to, it refers to a person belonging to an age (e.g. 32-year olds) or range of ages (e.g. 18 - 30-year olds).

2. Sex – A man or a woman.

3. Disability – A person has a disability if s/he has a physical or mental impairment which has a substantial and long-term adverse effect on that person's ability to carry out normal day-to-day activities.

4. Gender Reassignment – The process of transitioning from one gender to another. A person has the protected characteristic of gender reassignment if the person is proposing to undergo, is undergoing or has undergone a process (or part of a process) for reassigning the person's sex by changing physiological or other attributes of sex.

5. Marriage and Civil Partnership – In England and Wales marriage is no longer restricted to a union between a man and a woman but now includes a marriage between a same-sex couple. [1] This will also be true in Scotland when the relevant legislation is brought into force. [2] Civil partners must not be treated less favourably than married couples (except where permitted by the Equality Act).

6. Pregnancy and Maternity – Pregnancy is the condition of being pregnant or expecting a baby. Maternity refers to the period after the birth and is linked to maternity leave in the employment context. In the non-work context, protection against maternity discrimination is for 26 weeks after giving birth, and this includes treating a woman unfavourably because she is breastfeeding.

7. Race – It refers to a group of people defined by their race, colour, nationality, ethnic or national origins.

8. Religion and Belief – Religion has the meaning usually given to it, but belief includes religious and philosophical beliefs including lack of belief (e.g. Atheism). Generally, a belief should affect your life choices or the way you live for it to be included in the definition.

9. Sexual Orientation – Whether a person's sexual attraction is towards their own sex, the opposite sex or to both sexes.