



Policy - Equal Opportunities

Last reviewed: 23rd Aug 2025

Next review: Aug 2026

Resp Person: Jude Williams, Chief Executive

Date	Changes made	Reason for changes	Sign off
13.8.25	Rewrite sections, add recruitment section, name trustees	Clarity, Worker Protection legislation	JW

Purpose

The Literacy Pirates is committed and takes all reasonable steps to comply with the Equality Act 2010 and recognises that in society certain groups and individuals have suffered and continue to suffer discrimination. The Literacy Pirates recognises and agrees that it has a moral and legal duty to ensure that it does not discriminate in its employment, business or charitable activities.

We are committed to taking all possible and reasonable steps to ensure that no employee, staff, trustee volunteer, parent, child, visitor or prospective employee suffers direct or indirect discrimination or receives less favourable treatment than others on the grounds of age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex; sexual orientation.

As an employer The Literacy Pirates will strive to be an equal opportunities employer, applying objective criteria to selection and assessment during recruitment of staff and staffs.

The Literacy Pirates will aim to avoid partnership or business relationships with third parties who we deem to be discriminatory.

Staff practices

In terms of its equal opportunities policy The Literacy Pirates will treat staff and volunteers working within the Literacy Pirates as it treats its paid employees

Contractors and service provision

The Literacy Pirates will ensure that all those that it works with shall be aware of, and commit themselves to, the Literacy Pirate's Equal Opportunities Policy. Employees or staff of the Literacy Pirates with whom contractors and service users have contact shall ensure this through contract compliance clauses where appropriate and monitored.

Training

The Literacy Pirates will provide relevant and suitable equal opportunities training to staff and, where appropriate, staffs and service users.

Harassment

As per the Worker Protection (Amendment of Equality Act 2010) Act 2023 we have a proactive duty to prevent harassment. The Literacy Pirates will not condone the any harassment of any employee, volunteer, child, staff, service user or contractor by any other employee, staff, service user or contractor. Any such harassment will be dealt with under the Literacy Pirates' grievance and/or harassment policy. Training is in place to help mitigate the risk of harassment happening.

Recruitment

The Literacy Pirates will advertise vacancies in accessible formats and across diverse channels to reach a broad and representative pool of applicants. We will offer reasonable adjustments throughout the recruitment process to ensure no applicant is disadvantaged, and all shortlisting and interviews will be conducted against objective, role-related criteria to promote fairness and equality of opportunity.

Grievance and disciplinary procedures

The Literacy Pirates' grievance and disciplinary procedures will be kept under review to ensure that they are appropriate to cover all aspects of the Equal Opportunities Policy

Literacy Pirates Arrangement

The Literacy Pirates' Board of Trustees shall be responsible for the monitoring and implementation of the Equal Opportunities Policy, with its general day-to-day operational implementation being discharged to the Chief Executive. It is the responsibility of managers and individual employees or staffs to ensure that the Equal Opportunities Policy is upheld in their individual areas of work, including the supervision of staff and the monitoring of contractors and service users

Monitoring

The Literacy Pirates is committed to an effective and confidential monitoring system to ensure an effective implementation of the Equal Opportunities Policy in all aspects of its work.

Complaints

Anyone who wishes to complain about the implementation or non-implementation of the policy may without prejudice;

- Raise the matter with the Chief Executive admin@literacypirates.org
- Raise the matter with the Chair of Trustees if the complaint concerns the CEO at admin@literacypirates.org

In all cases the Board of Trustees shall be informed, in confidence of any complaint made under the Equal Opportunities Policy and, where appropriate, intervene in any such complaint in order to ensure the full and proper implementation of the Equal Opportunities Policy.