

1. Why we have this policy?

Holy Trinity church is committed to avoiding all forms of discrimination on the grounds of age, sex, sexual orientation, race, colour, nationality, ethnic or national origin, religious belief, gender, gender reassignment, disability and marital status.

It is our aim that everyone should have an equal opportunity to participate in the activities of the church. We strive to create a work environment that reflects the diversity of the communities served by us without discrimination, harassment or bullying and one where everyone is treated with dignity and respect.

2. Who is covered by this policy?

This policy covers all staff members, officers, contractors, volunteers, trustees and anyone else engaged to work with Holy Trinity. It applies to all aspects of recruitment, employment and operation.

3. What is discrimination?

Under the Equality Act it is unlawful to discriminate against anyone, directly or indirectly, on the basis of age, sex, sexual orientation, race, colour, nationality, ethnic or national origin, religious belief, gender, gender reassignment, disability or marital status. The law applies to recruitment, employment and post-employment too, for example when providing a reference for an ex-employee.

It is also unlawful to discriminate against a member of the public, or to fail to make reasonable adjustments to overcome barriers to accessing or using services caused by disability.

4. Recruitment and employment

We will avoid unlawful discrimination in all aspects of employment including recruitment, promotion, training opportunities, pay and benefits, discipline and selection for redundancy. We will base all recruitment and employment decisions on objective criteria. Holy Trinity will provide appropriate measures to ensure that anyone involved in making decisions about selection, recruitment, promotion and advancement does not discriminate, consciously or unconsciously, in making these decisions.

All applicants who apply to work with us, including paid and volunteer roles, will be treated fairly and with respect and will be considered solely on the basis of their ability to do the job. Job descriptions will not include unnecessary requirements unrelated to effective performance that may otherwise have deterred applicants. Interview questions will be related to the requirements of the job and will not be of a discriminatory nature. We will always try to make sure that more than one person is involved in short-listing and interviewing.

5. Operation

Holy Trinity will work to ensure that, as far as possible, its projects and activities are relevant to and available for all members of the communities it serves without discrimination.

6. What should I do if I think discrimination is taking place?

If you feel that you have been discriminated against unlawfully by the church you should raise it with the Vicar or PCC Secretary in the first instance or as a grievance, using the Grievance Procedure set out in our Grievance Policy.

Line managers should make sure that the people who report to them are aware of this policy. If you are a manager, you must take action if you become aware that discrimination is happening. Any staff member, volunteer, officer, or participant found in contravention of this policy will be dealt with under the appropriate disciplinary procedure and may be subject to disciplinary action.

7. Review

Holy Trinity’s policies, practices and procedures will be reviewed regularly to ensure that they do not discriminate directly or indirectly against individuals or groups. Changes to policies, practices and procedures will be made where it is found that such discrimination is, or has been, taking place.

8. Issuer

This policy has been issued and approved by the Parochial Church Council of Holy Trinity Church, Twickenham. It is reviewed every two years.

Version control				
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