



Hillingdon Council has an Equal Opportunities Employment policy.

The following explains what this means for you.

What does Equal Opportunities mean?

This means that we are committed to ensuring all job applicants and employees are treated fairly in relation to recruitment and selection, their day-to-day work, promotion and training and dismissal and redundancy. Our employment policies, procedures and practices will not discriminate unfairly or unlawfully on the grounds of:

- Age
- Disability
- Gender reassignment
- Marriage and civil partnership
- Pregnancy and maternity
- Race
- Religion or belief
- Sex
- Sexual orientation.

Why do we have an Equal Opportunities Employment policy?

You may believe that because Equal Opportunities should be afforded to everyone, there is no need for a policy on it. But, it is precisely for this reason that we need to have a policy to ensure that:

- Council services are of high quality and responsive to residents' needs, by seeking to ensure that our workforce profile better reflects the profile of our community.
- The Council makes best use of the skills and abilities of all its employees, and seeks to identify the talents of all potential employees.
- The Council fulfils its legal obligations under various equal opportunities legislation and complies with provisions contained in the various Codes of Practice.
- All employees are aware of their responsibility to equality.

Does Equal Opportunities apply to me?

You no doubt want to be treated fairly, regardless of your background, whether you work for Hillingdon or are applying for a job here, which group you work in, and what job you do. So, Equal Opportunities certainly does apply to you.

What are my Equal Opportunities responsibilities?

All employees are responsible for ensuring that we provide Equal Opportunities for all. This involves treating all colleagues with respect and dignity, avoiding any form of unfair or unlawful discrimination in employment and training decisions, and being sensitive to the needs of all our service users. Any employee who fails to act in accordance with this Policy is liable to face disciplinary action.

What if I have a complaint?

If as an employee, you wish to complain about something which you feel may amount to discrimination, you should raise it through the Grievance Procedure. If you are a job applicant, you can complain to the Headteacher of the school in which the vacancy exists. Any complaint will be treated seriously and sensitively.

HILLINGDON COUNCIL COMMITTED TO EQUALITY AT WORK AND IN SERVICES