



Equal Opportunity Policy

1. Introduction

1.1 Sands Group (SG) is an Equal Opportunities organization and wishes to ensure that no one in our society, groups or individuals, is discriminated against on the basis of race, sex, marital status, disability, sexuality, age and political or religious beliefs.

2. Definitions

2.1 Direct Discrimination:

This takes place when one person is treated less favorably than others (in the same circumstances) on the grounds of sex, race, color, national or ethnic origin, marital status, sexuality, disability, class, age, or political or religious beliefs.

2.2 Indirect Discrimination:

This means applying a condition or requirement which adversely affects one particular group considerably more than another, and cannot be strictly justified in terms of requirements for performing the job.

2. General Statement of Policy

2.1. SG believes that its policy and practice are a means of maximising the effective use of human resources in the best interests of the organization, its employees and its clients. 2.2. All members of staff employed by SG, and all applicants for employment, will be given equal opportunity, irrespective of their race, sex and marital status in all aspects of employment and training.

2.2 All SG's trainees will be given equal opportunity to take advantage of the organization's services, irrespective of their race, sex and marital status in all aspects of employment and training.

2.3 SG's premises will facilitate access to people with physical disabilities. 2.5. SG is committed not only to the letter of law, but also to the promotion of equality of opportunity in all fields.

2.4 Staff employed by SG shall be made aware of the provisions of this policy on the commencement of their employment.

2.5 This equal opportunity policy will be reviewed from time to time.

4. Disability Statement

SG is committed to providing equality of access to all its services and to vacancies which arise within the company. We guard against the possibility of any discrimination to employees or potential applicants on the basis of disability and actively promote equal opportunity in all fields.

5. Monitoring

5.1. The Chief Executive is the person responsible for monitoring the effectiveness of the equal opportunity policy.

Where it appears that any employee(s)/ applicant(s) or / trainee(s) are not being offered equal opportunities, the circumstances will be investigated by the Chief Executive to see if there are any policies or criteria which exclude or discourage employees and, if so, whether these policies and criteria are justifiable. Appropriate action will be taken where necessary to redress the effects of any policy or criteria, which are found to have justifiably limited the provision of equal opportunities.

6. Grievances and Victimization

6.1 Particular care will be taken to deal effectively with any complaints of discrimination and sexual harassment, which should be pursued through the Grievance Procedure.

6.2 The Sex Discrimination Act provides protection for individuals who have done anything in

good faith by reference to the Sex Discrimination or Equal Pay Acts.