



BORD OIDEACHAIS AGUS OILIÚNA CHIARRAÍ
KERRY EDUCATION AND TRAINING BOARD

Kerry ETB Equal Opportunities Statement

We believe:

- a) in a fair society that gives everyone an equal chance to learn, work and live free from discrimination, harassment and prejudice;
- b) that the diversity of our community is an asset to our county;
- c) in fighting against discrimination.
- d) Kerry ETB is committed to equal opportunities policies and action to ensure that its staff members and the people it serves are not discriminated against on the basis of their: age, class, disability, employment status, ethnic or national origins, race or colour, traveller community membership, HIV status, marital or family status, religious or political beliefs, caring responsibilities, gender, sexuality, trade union activities and unrelated criminal convictions.
- e) This policy sets out our commitment to opposing all forms of discrimination.
- f) The policy applies to every staff member, to service users and to those who provide us with goods and services.

We will do the following:

- g) Use our resources to help those who are disadvantaged.
- h) Make sure we are a fair and equal employer at all times.
- i) We will make sure that all of our policies; service plans, practices and procedures reflect our equal opportunities policy.
- j) We will work with other organisations to make sure we meet the needs of disadvantaged groups.

Our commitment to provide services

We aim to:

- Provide appropriate, accessible and effective services and facilities to all sections of the community without prejudice or bias.
- Provide clear information about our services in a variety of formats such as large print, taped information and where relevant to translate information into appropriate community languages.
- Work in partnership with all sections of the community.
- Celebrate the variety of lifestyles and cultures in the county.
- Review and monitor our services to make sure that they do not discriminate and identify where improvements can be made.
- Work with others to provide an environment free from harassment and violence.
- Act promptly if we receive any complaints about the way we provide services.

Our commitment to job applicants and staff members:

- a) We are committed to making sure that we provide equal opportunities in employment.
- b) The aim of this policy is to make sure that we do not unfairly discriminate against any job applicant or staff member for any reason.

Job applicants

- c) We will make sure that we do not discriminate when we decide whom to employ so that the best people are appointed to deliver our services.
- d) We will only consider applicants for jobs on the basis of their relevant experience, qualifications, skills and abilities.
- e) We will aim to create a workforce, which is representative of the population of the county.

Existing staff members

- f) We will make sure that every staff member receives fair and equal treatment,
- g) We will value and respect the identities and cultures of our staff members,
- h) Our staff members will be treated fairly in relation to transfers, redundancy and the operation of grievance and disciplinary procedures,
- i) We will work to ensure that the workplace is free from discrimination and harassment and will act promptly on any complaints of discrimination or harassment,
- j) We will provide a safe work place,
- k) Wherever possible we will provide a workplace, which is accessible to disabled people,
- l) Wherever possible we will retain in suitable employment employees who become disabled,
- m) We will give our staff members clear information about recruitment / selection and training,
- n) We will encourage and help all our staff members to reach their full potential,
- o) We will make sure that we work according to relevant legislation and statutory codes of practice,
- p) We will apply our employment equal opportunities policy through a code of practice for recruitment and promotion, training programmes and grievance procedures,
- q) We will monitor and review our equal opportunities policy regularly.