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## **EQUALITY POLICY**

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**DATE November 2020**

**TÚSLA**  
An Ghníomhaireacht um  
Leanaí agus an Teaghlach  
Child and Family Agency

# **CONTENTS**

**1. Policy Statement**

**2. Implementation**

**3. Dealing with Complaints**

**4. Monitoring this Policy**

**APPENDIX 1: Equality Proofing**

**APPENDIX 2: Key Organisations Dealing with Equality Issues**

## **1. POLICY STATEMENT**

BRILL Family Resource Centre will treat all people, including children & young people, equally, regardless of gender, marital status, family status, sexual orientation, religion, age, disability, race, or membership of the Traveller community. The aim of this policy is to state the commitment of the Voluntary Board of Directors (VBODs) and staff of the BRiLL FRC to equal treatment and promotion of equality of opportunity within the Centre.

It is our policy to treat all people equally, irrespective of:

- Gender;
- Civil status;
- Family status;
- Age;
- Race;
- Religion;
- Disability;
- Sexual orientation;
- Membership of the Traveller community.

We are opposed to all forms of unlawful and unfair discrimination. We are committed to:

- Preventing any form of direct or indirect discrimination or victimisation;
- Promoting a good and harmonious working environment, where everyone is treated with respect and dignity and in which no form of intimidation or harassment, whether direct or indirect, will be tolerated;
- Fulfilling all legal obligations under the relevant legislation and associated Codes of Practice;
- Breaches of this Equality Policy by any member of staff will be regarded as misconduct and could lead to disciplinary proceedings;
- This policy is fully supported by the present members of the VBODs and has been agreed by all staff.

## **2. IMPLEMENTATION**

The VBODS has the responsibility for the effective implementation of this policy. We expect all our employees to abide by the policy and help create an equal environment. In order to implement this policy, we will ensure that:

- Is communicated to all employees and volunteers, through induction; management and staff training and staff team meetings;
- It is displayed on a notice board/included in the Staff Handbook;
- Appropriate direction will be provided when required, particularly through the induction procedures for new employees or Directors. In particular, those involved in assessing candidates for recruitment will use non-discriminatory recruitment and selection techniques;
- It will be inserted into induction/information literature for people using the Centre;
- Resources will be allocated, where available, for training to fulfil the aims of this policy;
- All full time and part time employees, volunteers, students and job applicants, whether actual or potential, will be treated fairly and that the selection for employment, promotion, training or any other benefit will be on the basis of aptitude and ability.

This document is backed up by a number of Codes of Practice on the organisation's commitment to anti-racism, dealing with domestic violence, supporting the LGBTI community and people with disabilities.

### **3. DEALING WITH COMPLAINTS**

Employees who believe they have suffered any form of discrimination, harassment or victimisation are entitled to raise the matter through the agreed Grievance Procedures. These are outlined in the Staff Handbook. All complaints about discrimination will be dealt with seriously, promptly and confidentially.

These procedures do not detract from the right of the employees to pursue complaints under the Employment Equality Act (1998), the Equal Status Act (1999), and other relevant legislation.

Every effort will be made to ensure that employees who make complaints will not be victimised. Any complaint of victimisation will be dealt with seriously, promptly and confidentially. An upheld complaint of victimisation will lead to disciplinary action against the perpetrator and may warrant disciplinary action.

Any volunteer, project user or visitor to the Centre who believes that they have suffered any form of discrimination, harassment or victimisation are entitled to approach the Manager and be advised how to formally pursue their complaint through the BRiLL FRC's Complaints Policy.

## **4. MONITORING THIS POLICY**

This Policy will be reviewed every three years through the use of the Equality Proofing Table in APPENDIX 1.

This policy was discussed and agreed at a VBODs meeting on \_\_\_\_\_.

**Signed:** \_\_\_\_\_  
Chairperson

### **Review History:**

- **Developed July 2019**
- **Ratified .....**
- **Reviewed.....**

# **APPENDIX 1** Equality Proofing

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## ***What does 'Proofing' involve?***

Equality Proofing involves placing equality at the centre of all plans and decisions made. It includes:

- Assessing the impact of plans on groups experiencing inequality;
- Resourcing participation of those affected by inequality;
- Focussing attention on equality outcomes.

## ***Sample Equality Proofing Template***

The purpose of this Section of the Document is to provide groups with a practical template to support them to equality proof their work-plans. The document has been adapted from a document prepared by Dundalk Outcomers (which was itself adapted from the work of the Equality Authority, the Directors of Community and Enterprise, and Planet).

## ***Why An Equality Proofing Template?***

This template seeks to provide you with guidelines to support your organisation in equality proofing your plans. The template consists of three linked stages – pre-proofing, the proofing moment and post-proofing. The main focus is on the 'proofing moment'.

There are a number of reasons why an equality-proofing template is important:

It provides an opportunity for your organisation to reflect on the provisions of the Equal Status Act (or relevant legislation) and ensure that your plans reflect these and that they contribute to the creation of a more equal society;

It enhances the capacity and awareness of groups to realise equality outcomes across all of the nine grounds in the equality legislation.

## ***Using the Template***

The named target groups of the Family and Community Services Resource Centre Programme are:

- Isolated Men
- Women
- Children
- Young People
- Older People
- Lone Parents
- Family Units
- People with Disabilities
- Farmers
- Members of Minority Groups
- Travellers
- Unemployed
- LGBTI people
- Drug Users
- Tenants and Residents
- Religious beliefs

The template consists of three stages (pre-proofing, proofing, post-proofing), within which different equality dimensions are addressed.

### **STEP 1: Pre-proofing considerations.**

There are a number of actions that need to be carried out in order to set the context for equality proofing.

- The participation of groups experiencing inequality needs to be facilitated at all stages of the planning process.  
*Can you think of ways this could be achieved in your organisation and/or community?*
- It's a good idea at this stage to provide equality training to all staff members.

### **STEP 2: The proofing moment.**

This stage involves proofing at the **point of decision-making**. A number of questions have been developed which should be applied to your draft plan before final decisions and priorities are set within your plan.

*The process can also be applied to a completed plan as part of your ongoing review.*

The questions have been broken down into three areas: **taking account of difference, targeting** and **growing the equality agenda**

- Place a tick in the **red column** if you feel you feel with your group the answer to the question is **No**;
- Place a tick in the **amber column** if you feel your group has partly meet the criteria;
- Place a tick in the **green column** if you feel your group can confidently answer **Yes** to the question.

#### 4.5 Questions on taking account of difference

These questions are primarily concerned with *whether* and *to what effect* you have taken account of difference in developing your plan.

<b>ACKNOWLEDGING DIFFERENCE</b>	<b>Green</b>	<b>Amber</b>	<b>Red</b>
Does the <b>BRiLL FRC</b> take into account peoples experience of difference and how this can lead to exclusion?			
Do we involved groups that experience discrimination or difference in our consultation process?			
Do we take into account peoples experience of difference when we are planning so that they are relevant and accessible to specific target group members?			

<b>TARGETING</b>	<b>Green</b>	<b>Amber</b>	<b>Red</b>
Have we identified the needs of specific target group members in our community?			
Have we put in prioritised actions to meet these needs?			
Have we set targets and indicators of progress relevant to target groups?			
Have we agreed how these targets will be measures and outcomes evaluated?			

<b>FURTHER DEVELOPING THE EQUALITY AGENDA DURING THE IMPLEMENTATION OF THE PLAN</b>	<b>Green</b>	<b>Amber</b>	<b>Red</b>
Have we made a commitment to continually building the capacity of our organisation and those we are engaged with to realise equality outcomes?			
Have we made a commitment to develop an equal status policy within our organisation?			
Have we committed to encouraging and supporting the participation of equality interests in the implementation of our plan?			
Have we committed to conducting equality reviews of our plans and actions?			

Have we committed to continually raising awareness of equality issues with those that we work with and the wider community?			

**STEP 3: Post proofing considerations**

There is a number of ongoing actions after the plan has been completed that can further build the equality agenda and the equality proofing process.

- Involving equality interests on an ongoing basis in the implementation and the evaluation and review of actions;
- Continuous training and capacity building in how to implement equality objectives and to equality proof.

## **APPENDIX 2: Key Organisations**

### **Dealing with Equality Issues**

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#### **INDEPENDENT NON-GOVERNMENTAL ORGANISATIONS - IRELAND**

##### **Center for Independent Living - <http://www.dublincil.org>**

The primary aim of the Centre for Independent Living (CIL) is to empower and enable people with disabilities to achieve independent living, choice and control over their lives and to achieve full and active participation as equal citizens in society. Its main objectives are to provide support for people with disabilities to live and work in the community, to provide a forum for people with disabilities to explore and realise their human, civil, social, political, and economic rights, and to facilitate the raising of disability issues at a local government, state, European, and international level.

##### **Irish Refugee Council - <http://www.irishrefugeecouncil.ie>**

The Irish Refugee Council (IRC) is an independent, non-governmental organisation. It is a membership organisation open to individuals and organisations which support the organisation's aims. The work of the IRC on a national level includes policy, research, legal, networking and information components. The IRC is committed to interculturalism, to facilitating the participation of refugees and asylum seekers at all levels in the organisation and to following the principles of community development.

##### **Age Action Ireland - <http://www.ageaction.ie>**

Age Action Ireland is a national independent organisation supporting aging and older people. It acts as a network of organisations and individuals including older people and carers of older people, and works to promote better policies and services for older people in society.

##### **AIM Family Services - <http://www.aimfamilyservices.ie>**

AIM is a voluntary, non-governmental organisation which offers non-directive counselling, legal information, and a family mediation service to people experiencing marital, relationship and family problems. It has published a range of leaflets on legal topics available from its website.

It also runs a helpline at 01 670 8363.

### **National Youth Council of Ireland - <http://www.youth.ie>**

The National Youth Council of Ireland (NYCI) is the representative body for national voluntary youth work organisations in Ireland. It uses its collective experience to act on issues that impact on young people and seeks to ensure that all young people are empowered to develop the skills and confidence to fully participate as active citizens in an inclusive society. NYCI gained full social partnership status in 1996. It runs programmes in a number of areas including a Child Protection Unit, Dáil na nÓg, the National Youth Arts Programme and the National Youth Development Education Programme.

### **Amnesty International Ireland - <http://www.amnesty.ie>**

Amnesty International is an international human rights organisation dedicated to upholding the rights enshrined in the UN Declaration of Human Rights, as well as other human rights standards. It undertakes campaigns, research and actions focused on preventing and ending grave abuses of the rights to physical and mental integrity, freedom of conscience and expression, and freedom from discrimination, within the context of its work to promote all human rights.

### **Transgender Equality Network Ireland (TENI) - <http://www.teni.ie>**

Transgender Equality Network Ireland (TENI) is a non-profit organisation supporting the trans community in Ireland. TENI seeks to improve the situation and advance the rights and equality of trans people and their families. Their vision is an Ireland where trans people are understood, accepted and respected, and can participate fully in all aspects of Irish society. Ireland remains a place where it can be difficult for trans people to lead safe, healthy and full lives. TENI is dedicated to ending transphobia, including stigma, discrimination and inequality and continues in the struggle for social, political and legal recognition of trans people in Ireland.

### **Disability Federation of Ireland - <http://www.disability-federation.ie>**

The Disability Federation of Ireland (DFI) is the national umbrella body for organisations of and for people with disabilities, which provide a comprehensive range of services to people with a disability, such as information and support services, education, training, housing, accommodation, respite care, para-medical and other professional services.

### **Migrants Rights Centre Ireland - <http://www.mrci.ie>**

The Migrants Rights Centre Ireland (MRCI) is a national, rights-based voluntary organisation that seeks to contribute to the development of a sustainable, intercultural society which respects and promotes cultural diversity and empowers migrant workers to enjoy their rights and participate fully in all aspects of social, economic cultural and political life in Ireland. It provides advice and information to migrant workers on employment and social rights in Ireland, brings migrant workers

together to discuss and take action on issues and it lobbies the government to effect positive change in law and policy.

**Volunteer Ireland** - <http://www.volunteer.ie/>

Volunteer Ireland promotes voluntary activity by encouraging organisations which involve volunteers to adopt good policy and practice and by acting as a link between such organisations and individuals who wish to undertake meaningful voluntary work. It matches individuals who wish to volunteer with organisations which offer suitable volunteering opportunities.

**Pavee Point** - <http://www.paveepoint.ie>

Pavee Point is a partnership of Irish Travellers and settled people working together to improve the lives of Irish Travellers and Roma through working towards social justice, solidarity, socio-economic development and human rights. Operating at local, national and international levels, Pavee Point seeks to develop innovative responses to Traveller and Roma issues and needs.

**One Family** - <http://www.onefamily.ie>

One Family aims to effect positive change and achieve equality and social inclusion for all one-parent families in Ireland. It achieves this through organising one-parent families nationally, by supporting organisations and others concerned with the issues facing one-parent families, by providing a comprehensive range of professional services to one-parent families, those experiencing crisis pregnancies and those working with one-parent families, and by campaigning with and on behalf of members to effect positive change for one-parent families.

**Nasc** - <http://nascireland.org/>

Nasc, the Irish Immigrant Support Centre, is a non-governmental organisation that seeks to respond to the needs of immigrants in the area of Cork, Ireland. It aims to contribute to an environment of social inclusion for all communities, based on the principles of equality, social justice and human rights. It provides support and self-development for migrants, individually and collectively, and uses its experiences to promote fair, consistent and transparent policies. It offers one-to-one advice and advocacy and group capacity building and works through policy and campaigning to achieve change.

**Outhouse** - <http://www.outhouse.ie>

Outhouse is the resource and community centre for the lesbian, gay, bisexual and transgendered communities in Dublin, open seven days a week. Its services include a cafe, meeting rooms, information and referral services, a library, internet access and support to community groups & organisations. Outhouse is also home to a number of other projects provided by other organisations like the Gay Men's Health Project Outreach Service, BelongTo and Greenbow.

### **National Women's Council of Ireland - <http://www.nwci.ie>**

The National Women's Council of Ireland (NWCi) is the national representative organisation for women and women's groups in Ireland. Its purpose is to achieve women's equality in a society where women and men can participate effectively as citizens in all aspects of social, cultural, economic and political life. It works with its members to determine core priorities and undertakes a broad range of activities at local, national and international levels, such as representing women's issues on a broad range of statutory and non-statutory bodies, commissioning research on key policy areas, developing policy submissions to government and other agencies, building the capacity of women's organisations, undertaking outreach and development projects and providing tools and resources to support women.

### **Immigrant Council of Ireland - <http://www.immigrantcouncil.ie>**

The Immigrant Council of Ireland (ICI) is an independent organisation working with and for immigrants in promoting their rights through information, advocacy and awareness. It provides a free information and legal advice service and produces publications on relevant topics. It also lobbies around immigrant rights issues and works with other organisations to help promote and secure these rights.

### **Treoir - <http://www.treoir.ie>**

Treoir is the national federation of statutory and voluntary agencies which provide services for unmarried parents and their children. Its aim is to promote the welfare of and improve the standards of care for unmarried parents and their children. It achieves this through providing an information and referral service, producing relevant publications and resources and promoting research on pertinent topics. It lobbies the government and conducts regular conferences and workshops.

It runs a helpline at 1890 252 084 (from a landline) and 00353 1 6700 120 (from a mobile).

### **Irish Council for Civil Liberties - <http://www.iccl.ie>**

The Irish Council for Civil Liberties (ICCL) is an independent, non-governmental organisation that works to promote and defend human rights and civil liberties. While its primary focus is campaigning for human rights and civil liberties, it also carries out research and makes submissions on legislation, as well as monitoring state action.

### **Irish Traveller Movement - <http://itmtrav.ie/>**

The Irish Traveller Movement (ITM) is a national network of organisations and individuals working within the Traveller community. The ITM consists of a partnership between Travellers and settled people committed to seeking full equality for Travellers in Irish society. It campaigns around four core issues: Accommodation, Education, Equality and Youth.

**Threshold - <http://www.threshold.ie>**

Threshold is a housing rights organisation that works particularly on behalf of households experiencing poverty and exclusion. It achieves this by campaigning for suitable housing delivered on a rights-based approach and by formulating innovative approaches and solutions to existing problems through research and lobbying. Threshold provides free, independent, confidential information, advice and advocacy on housing issues. It has a helpline at 1800 454 454, and also operates Outreach Clinics in some areas of Dublin and Dundalk, Co. Louth.