

Equality, Diversity & Inclusion (EDI) Policy (Housing)

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| Policy Name: | Equality, Diversity & Inclusion (EDI) Policy (Housing) |
| Version: | V.1 |
| Approved by: | The Board of Management and Trustees |
| Approved date: | 17th November 2025 |
| Next review date: | 17th November 2026 |
| Key Legislation and Regulations: | Equality Act 2010 Human Rights Act 1998 Public Sector Equality Duty (PSED) Care Act 2014 Charities Act 2011 PREVENT Duty |
| Relevant Policies: | Recruitment & Employment Staff Training Safeguarding Complaints Allocation & Letting Conflict of Interest |
| EA: | Equality Analysis is currently under review |
| DPIA: | DPIA is currently under review |
| Consultation: | Board of Trustees |
| Applies to: | All Tenants, employees and volunteers |

1. Policy Statement

Oakfield (Easton Maudit) Ltd is committed to ensuring that all individuals who receive our housing, care, and support services are treated equally, with dignity and respect, and free from prejudice. We aim to create a setting in which diversity is valued and where everyone, as regardless of background, identity, or circumstance, feels safe, valued, and empowered. Oakfield Community staff, trustees, and volunteers are bound to uphold these values and challenge all forms of inequality or exclusion.

2. Definitions

Equality is ensuring that everybody has an equal opportunity to obtain the most out of their life and potential. Nobody must be unfairly treated due to their qualities or circumstances. Diversity is recognising, respecting, and valuing individuals' differences in backgrounds, experiences, and opinions. Inclusion is actively creating environments and practices in which everybody feels welcome, valued, and enabled to contribute fully.

Equality Act 2010 protected characteristics are:

- Age
- Disability
- Gender reassignment
- Marriage and civil partnership
- Pregnancy and maternity
- Race

- Religion or belief
- Sex
- Sexual orientation

Discrimination can be direct, indirect, or systemic, and can occur in any situation, for example, housing, employment, provision of services, or in interpersonal relationships. It can be intentional or unintentional and can include harassment, victimisation, exclusion, or unequal treatment.

3. Aim

Oakfield (Easton Maudit) Ltd provides services in a non-discriminatory and inclusive environment by employing and training staff and volunteers who understand and apply EDI principles in their practice. We will strive to remove barriers to access, promote fairness, and allow all individuals to thrive and achieve their full potential.

4. Staff, Volunteers and Trustees

All staff and volunteers working on Oakfield's behalf will be required to uphold the values of equality, diversity, and inclusion. They will have undergone the appropriate recruitment procedures, including DBS clearance, reference checks, and EDI training. Staff are required to sign an annual declaration to acknowledge their understanding of EDI responsibilities and their commitment to inclusive practice.

It is the role of Oakfield to ensure that all staff, paid staff and volunteers including Trustees, are aware of the importance of EDI and can recognise and challenge discriminatory behaviour. They will be made aware of company policies and procedures and advised on how to promote inclusion and deal with problems.

5. Appointed EDI Lead

Our Appointed EDI Lead takes lead responsibility for the co-ordination of all equality, diversity, and inclusion work across the organisation. They assist staff members to carry out their EDI duties and will liaise closely with external agencies, including local authorities, housing regulators, and community groups.

6. Tenants

All tenants and people we support receiving Oakfield services will be made aware of their rights to be treated respectfully and fairly. They will be advised of the mechanisms through which concerns about discrimination or exclusion can be raised, and what can follow. These procedures are brought to the attention of staff members through our comprehensive induction process, annual mandatory training, staff meetings, supervisions, and appraisals.

7. Procedures

All staff and volunteers who witness or have drawn to their attention discriminatory behaviour or exclusion must report this in the first instance to their line manager or the named EDI Lead. If these are not immediately available, another appropriate senior member of the organisation must be informed.

All tenants or service users wishing to report a concern should discuss this with a responsible member of staff. The named EDI Lead for the site is displayed on the noticeboards. Otherwise, they may discuss with a family member or trusted advocate.

If a concern is disclosed, critical details like dates, times, witnesses, and factual descriptions must be recorded straight away and factually. The person receiving the disclosure will notify the EDI Lead, who will act accordingly in line with Oakfield's procedures and, where necessary, external guidance.

All concerned individuals, whether staff, volunteers, tenants, families, carers, or members of the public, will be taken seriously. Their concerns will be treated confidentially, although concerns may be relayed to appropriate authorities where there is a risk of harm or severe exclusion.

What you should not do in any such situation is ignore the concern, dismiss it, make assumptions, or make promises that cannot be fulfilled.

8. Confidentiality and Recording

Confidentiality will be maintained to the highest level possible. Information will be handled on a need-to-know basis and be held securely in line with data protection law.

Information that should be recorded includes:

- Name, date of birth, and contact details of the person involved
- If the concern is being reported on behalf of someone else
- Nature of the concern, dates, times, and context
- Clear distinction between fact, opinion, and hearsay
- Any visible or reported impact on the person
- Names of any witnesses or other people involved
- The person's account of what happened
- Who has been spoken to, and what was said
- Date and time of disclosure, and to whom

9. Concerns Under Prevent

Oakfield Easton Maudit Ltd recognises its duty under the Prevent strategy to have "due regard to the need to prevent people from being drawn into terrorism." As a provider of supported housing for adults with learning disabilities and/or autism, we are committed to creating safe, inclusive environments where the people we support—and those who support them—can develop the awareness and confidence to challenge extremist ideologies.

While safeguarding against online radicalisation presents specific challenges in adult settings, Oakfield takes proportionate steps to mitigate risk and promote resilience.

In line with this duty, Oakfield will:

- **Undertake risk assessments** to identify the likelihood of vulnerable adults being exposed to or influenced by extremist ideologies, including online content.
- **Promote fundamental British values**—democracy, the rule of law, individual liberty, and mutual respect and tolerance for different faiths and beliefs—through everyday practice, staff training, and tenant engagement.
- **Ensure all personnel complete annual Prevent awareness training**, equipping them to recognise signs of radicalisation and respond appropriately.
- **Maintain appropriate IT safeguards** on Oakfield-managed equipment and support tenants to stay safe online, recognising the limitations of control in adult settings.
- **Raise awareness of online risks**, including the influence of extremist groups, and encourage open dialogue and critical thinking among staff, tenants, and volunteers.

Oakfield's approach to Prevent is embedded within its wider safeguarding, equality, and inclusion frameworks, and is reviewed regularly to ensure it remains proportionate, ethical, and effective.

10. Monitoring and Review

- EDI reports are logged by senior management and reviewed regularly by the Managing Director
- The Board receives anonymised summaries of concerns and outcomes
- This policy is reviewed annually or following significant incidents or legislative changes

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| Signed - Chair of Trustees: |  |
| Print: | Mrs Sara Morrison |
| Date: | 17 th November 2025 |