



## ***AFS EQUAL OPPORTUNITY AND DISCRIMINATION POLICY***

AFS are an equal opportunity employer and shall ensure:

- No job applicant or employee receives less favourable treatment on the grounds of race, nationality, ethnic origin, religion, religious or philosophical belief, gender, marital status, sexual orientation, disability, age, part-time status or trade union activities.
- That no applicant or employee is placed at any disadvantage on the above grounds that are not justifiable in law under the Equality Act 2010.
- That, where reasonable, the company may offer flexibility in working patterns in order that no employees are disadvantaged as a result of their personal circumstances.

Where an employee believes they have been disadvantaged because of any of the above and reported the matter to a line manager or a Director, AFS shall thoroughly investigate the issue through to a resolution.

AFS shall not tolerate any discrimination and actively promote non-discriminatory behaviour empowering everyone to report any such behaviour to a member of management. Anyone found to be acting in a way that could be considered unlawful or as described above, will face disciplinary action that may result in dismissal.

Under the Disability Discrimination Act 2005, where an employee has a disability, all reasonable adjustments shall be taken to ensure the employee is not disadvantaged within the workplace including ease of access or egress in the event of an evacuation.

Carl Honeywood  
Director

Signed

A handwritten signature in blue ink, appearing to read 'Carl Honeywood', written over a horizontal line.

Date 30<sup>th</sup> January 2019