Statement of policy of equality and diversity in recruitment and opportunity in employment

MJCA is committed to providing equal opportunities in employment, eliminating discrimination and encouraging diversity amongst our workforce.

The purpose of this policy is to provide equality and fairness for all in our employment. It is unlawful to discriminate against individuals either directly or indirectly on grounds of age; disability; gender reassignment (transgender, gender identity, non-binary and gender expression); marriage and civil partnership; pregnancy and maternity; race (including ethnic origin, colour, nationality, national origin); religion or belief; sex (gender); and sexual orientation.

The policy of MJCA is to implement good employment practices in promoting equality of opportunity for all employees, whether part-time, full-time or temporary, so that every employee is treated fairly and that each employee feels respected and able to give their best. We provide equality of opportunity to all employees in order to help and encourage them to develop and realise their full potential to assist in maximising the efficiency of the company. Equality in the workplace is good management practice and makes sound business sense.

This policy will promote the effective use of human resources in the best interests of the company and the employee by developing the use of employment procedures and practices that are applied impartially and objectively and which eliminate any form of discrimination. The company is committed to create an environment in which individual differences and the contributions of all our staff are recognised and valued.

Positive action is taken in the following areas:

No job applicant, employee, contractor or volunteers will be treated less favourably on the grounds of age; disability; gender reassignment (transgender, gender identity, non binary and gender expression); marriage and civil partnership; pregnancy and maternity; race (including ethnic origin, colour, nationality, national origin); religion or belief; sex, gender reassignment and sexual orientation.

Interview and selection criteria are governed by the assessment of each person according to their personal capability of carrying out the prescribed job.

Where appropriate, training, development and progression plans are actioned following annual appraisal discussions with employees and are developed by assessing the aptitude and ability of employees to benefit from additional training and affording access to opportunities for development and / or promotion in conjunction with the business priorities of the company.

Every employee is entitled to a working environment that promotes dignity and respect to all. No form of victimisation or harassment will be tolerated.

In the event that an employee feels that they are being treated unfairly the company grievance procedure is available and should be followed.

Breaches of our equality and diversity policy will be regarded as misconduct and may lead to disciplinary proceedings.

The Managing Director has the overall responsibility for the compliance, monitoring and review of this Statement of Policy

Signed:



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