

SWM Equalities, Diversity & Inclusion Policy

SWM are committed to the promotion of equality and diversity throughout its business and approach. We will proactively seek to address any direct or indirect discriminatory practice* and incorporate learning in our operations on an ongoing basis. SWM recognise the value of the inclusion people of all backgrounds; these are named as 'protected characteristics' in the Equality Act 2010. They include, age, disability (including mental health), race, religion, sexual orientation, sex, gender-reassignment, marital status, and pregnancy & maternity leave.

SWM advocate that everyone is to be always treated fairly and with respect. To achieve this, staff may offer extra support for anyone wanting to engage with the business and is at an unfair disadvantage due to their protected characteristic. This higher level of customer service underpins 'Equal Opportunities' and is central to the working ethos of SWM.

SWM will put this into this into practise by:

- Promotion of our value of being 'respectful' – we respect each other and celebrate our diversity so that everyone can give their best.
- Monitor and ensure our recruitment opportunities are circulated as widely as possible through developing a communications plan that actively targets all groups.
- Keep our communications simple and accessible in terms of formatting, using plain language, and incorporating visual aids that help the reader navigate our information easily.
- Ensure that all WM employees have a good knowledge of 'Equalities & Diversity' and its importance to the workforce and including this as regular recruitment question.
- Keeping up to date with all new policies that may impact on our approach to equalities and inclusion.
- Learn from peers and apply any learning that maybe relevant to our business.
- Plan-ahead with regard to event delivery to identify any additional needs of attendees that should be addressed to ensure optimum engagement with the business.
- Constantly monitor, review and develop diversity and inclusion in our business as an ongoing item in internal meetings
- Maintain a comfortable environment of professionalism and openness, to enable any disclosures of discrimination to be made in safety and confidence to the Chief Executive.

*'Discriminatory practice' means perceived and/ or experienced 'harassment' of anyone based on a protected characteristic that; a) violates a person's dignity and/ or b) creates an intimidating, hostile, degrading, humiliating or offensive environment.