

EQUALITY, DIVERSITY INCLUSIVITY & ANTI-BULLYING POLICY

The aim of this policy is to communicate the commitment of the Partners to the promotion of equality of opportunity, diversity reflective of the community in which we operate, and the provision of an inclusive workplace that values and provides everyone associated with Cass Hayward LLP the opportunity to be heard, and to fulfil their potential.

The Company recognises that discrimination exists in society and is committed to developing and promoting ways of working that ensure that employees and clients are not subjected to direct or indirect discrimination. We wholeheartedly support the principles of equal opportunities in employment and service delivery and oppose all forms of unlawful or unfair discrimination.

We will uphold all laws relevant to promoting equality and countering discrimination and are bound by The Equality Act 2010. It is our policy to provide employment equality to all, irrespective of the 'protected characteristics' of age, gender or gender reassignment, marriage or civil partnership status, pregnancy/maternity/paternity, religious belief or political opinion, disability, race or ethnic origin, nationality or sexual orientation.

The Practice is opposed to all forms of unlawful and unfair discrimination. All full-time and part-time employees and job applicants (actual or potential) will be treated fairly and selection for employment, promotion, training or any other benefit will be on the basis of aptitude and ability.

The Practice is committed to:

- Encourage equality and diversity in the workplace as they are good practice and make business sense;
- Preventing any form of direct or indirect discrimination or victimisation;
- Promoting equal opportunities for women and men;
- Securing fair participation irrespective of religious belief;
- Promoting equal opportunities for people with disabilities;
- Promoting equal opportunities for ethnic minorities;
- Promoting a good and harmonious working environment free of bullying, harassment, victimisation and unlawful discrimination, promoting dignity and respect for all, and where individual differences and the contributions of all staff are recognised and valued;
- Give consideration to adoption of flexible working arrangements where possible and appropriate;
- Fulfilling all legal obligations under the relevant legislation and associated Codes of Practice;
- When the company Advertises and Recruits for vacant positions then any individuals will be able to apply and their application will be assessed without any form of discrimination,
- make opportunities for training, development and progress available to all staff, who will be helped and encouraged to develop their full potential, so their talents and resources can be fully utilised to maximise the efficiency of the organisation and prevent bullying, harassment, victimisation and unlawful discrimination,
- review employment practices and procedures when necessary to ensure fairness, and also update them and the policy to take account of changes in the law.
- monitor the make-up of the workforce regarding information such as age, gender, ethnic background, sexual orientation, religion or belief, and disability in encouraging equality and diversity, and in meeting the aims and commitments set out in the equality policy.


By inclusion we mean that everyone that works for Cass Hayward has a contribution to make, and we will work to create an environment that will be receptive, welcoming and inclusive to all of our people irrespective of seniority within the LLP, ability, age, ethnic background, gender, religion, sexual orientation, etc. Where possible within the constraints of an efficient organisation we will seek to adopt practices that assist our people to take a full part in the activities of the business whilst recognising other constraints on their lives. This includes the adoption of flexible working practices, setting up of satellite offices to reduce travel, provision of mobile office facilities, use of conference calling to reduce the burden of travel time, recognition of the needs of those with parental/carer responsibilities and making reasonable adjustments so that people with health issues or mobility impairment can work for us.

All staff should understand they, as well as their employer, can be held liable for acts of bullying, harassment, victimisation and unlawful discrimination, in the course of their employment, against fellow employees, customers, suppliers and the public. Complaints of bullying, harassment, victimisation and unlawful discrimination by fellow employees, customers, suppliers, visitors, the public and any others in the course of the organisation's work activities will be taken seriously.

Breaches of our Equality, Diversity and Inclusion Policy and practice may be regarded as misconduct and could lead to disciplinary proceedings. Particularly serious complaints could amount to gross misconduct and lead to dismissal without notice. sexual harassment may amount to both an employment rights matter and a criminal matter, such as in sexual assault allegations. In addition, harassment under the Protection from Harassment Act 1997 – which is not limited to circumstances where harassment relates to a protected characteristic – is a criminal offence.

The Practice will give consideration to the adoption of additional project specific requirements as required to meet the needs of a particular project or for conformance to Client obligations.

The aims and principles of this policy will be promoted to all stakeholders and expected of all partnering organisations & individuals.

Signed: 
Partner (LLP Member)

Date: 05/03/2026