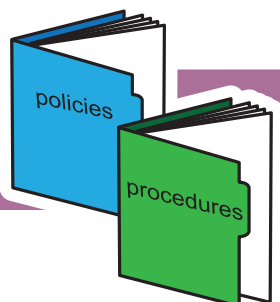




PYRAMID

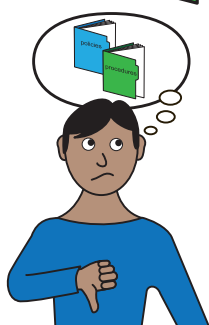
Accessibility Statement

policies and procedures

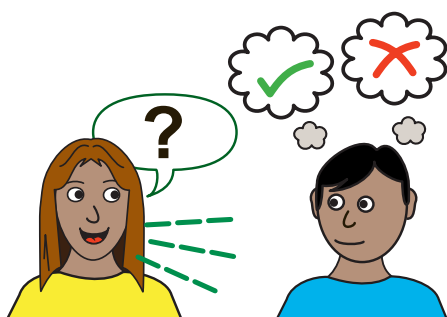


Our 'policies and procedures' are the rules about how we do things at Pyramid.

Following our policies and procedures helps to keep everybody safe.

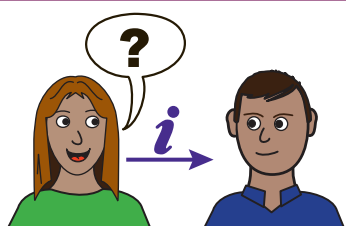


The policies and procedures also tell us what to do if something goes wrong.

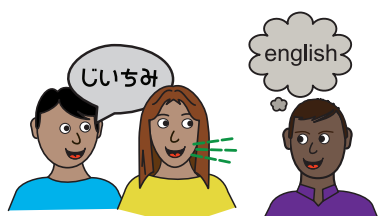


It is important that everybody at Pyramid can access and understand our policies and procedures.

The office team can help with this.



Please contact us if you would like support to read or understand this policy.



We can meet with you to talk about it. Or we can provide information in different format / language to suit your needs.



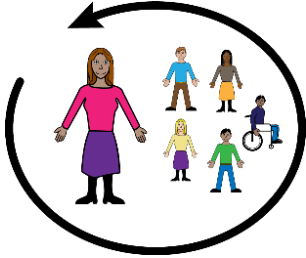
phone: **0113 234 6040**
text: **07531 215 999**
email: **governance@pyramid.org.uk**

Equality, Diversity and Inclusion Policy

| | |
|--|---|
| Key terms / words | Please use the glossary of policy terms for definitions of key terms used in our policies and procedures. |
| Clarifications | The term 'worker' is used in this policy to refer to anyone doing work for Pyramid, in any capacity, whether paid or voluntary. |
| Who does this policy / procedure apply to? | Everyone. |
| Related policies and procedures | Recruitment, Induction and Training Policies Disciplinary Procedure Code of Conduct Complaints Procedure |
| Who is responsible for this document? | <p>The Operations Manager is responsible for making sure that this document is kept up-to-date with accurate information, and that it is made available to anyone who wants to read it.</p> <p>The Board of Trustees have a legal responsibility to ensure that Pyramid has appropriate policies and procedures in place.</p> |
| When was this document last checked? | <p>The Trustees review all Pyramid policies and procedures on a rolling basis, and more often as required (for example, if there is a change in the law, or an incident review).</p> <p>This document was last checked by the Trustees on 23 September 2024.</p> |
| Who to contact | <p>If you have a question about this policy, or need support to understand it, please contact the Operations Manager.</p> <p>Email Phone governance@pyramid.org.uk 0113 234 6040</p> |

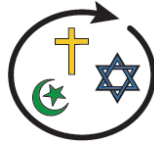
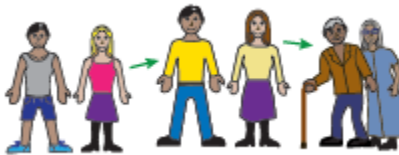


Equality, Diversity and Inclusion Policy



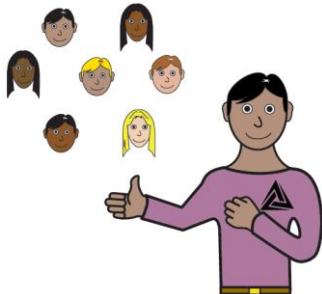
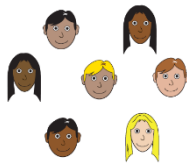
Equality, Diversity and Inclusion is very important to Pyramid. It means:

- making sure everyone has equal access to the things we do
- understanding that everybody is different
- always respecting each other
- not discriminating against people



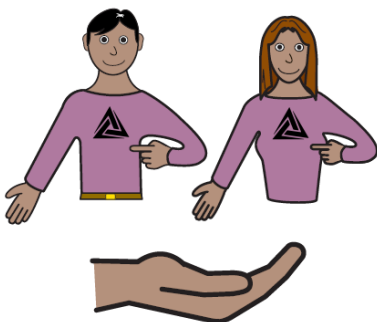
Discrimination means treating somebody differently for reasons such as:

- age
- ethnicity
- gender
- faith
- sexuality
- immigration status
- disability



Everyone at Pyramid has different skills, knowledge, and backgrounds.

We value diversity – everyone is different, and we can all learn from each other.

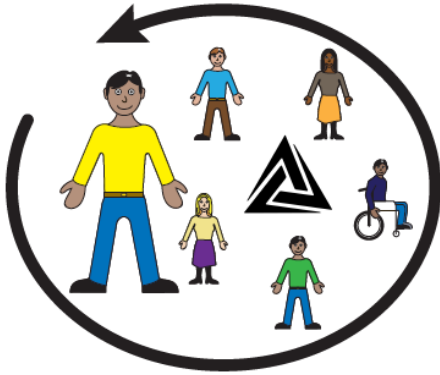


Everyone at Pyramid must be fair and respect others.

Discrimination, harassment or bullying is not allowed.

We have a Disciplinary Procedure and a Complaints Procedure, which we will follow if someone breaks these rules.

Involvement



We encourage everyone at Pyramid to get involved in decision making. For example:

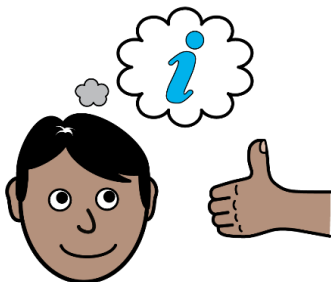
- Choosing projects
- Participating in the AGM
- Joining the Visioning Group or Board of Trustees



We will offer support and training to make sure everybody can contribute in the ways that they want to.



We will make our communications accessible. For example, by using easy-read and sharing information in different ways.



Sharing information

We will advertise in a wide variety of locations to make sure that people from different communities hear about Pyramid and get the opportunity to join in.

Access

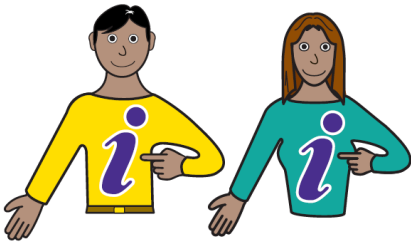


We make sure that our offices and venues are accessible and have appropriate facilities for people with physical disabilities.

We make an access statement for each venue we use, with useful information about the building, facilities, and travel.

See pyramid.org.uk/access for more information.

Monitoring and Review



We collect Equal Opportunities information about our members, volunteers, workers, staff and audiences to make sure we are being fair to everyone.

We use the information to see if there are any groups of people that are under-represented at Pyramid.