



4. EQUALITY/ INCLUSION AND DIVERSITY POLICY

4.1. This policy applies to Employees, Workers, and Self-Employed Contractors.

4.2. Introduction

4.3. We are an equal opportunities employer. We are committed to equality of opportunity and to providing a service and following practices which are free from unfair and unlawful discrimination. The aim of this policy is to ensure that no person receives less favourable treatment on the grounds of age, disability, gender reassignment, marriage and civil partnership, pregnancy or maternity, race, religion or belief, sex, or sexual orientation, or is disadvantaged by conditions or requirements which cannot be shown to be relevant to performance. It seeks also to ensure that no person is victimised or subjected to any form of bullying or harassment.

4.4. Definitions of Equality, Inclusion and Diversity

4.5. The terms equality, inclusion, diversity, and equity are at the heart of this policy.

4.6. **Equality:** means ensuring that everyone has the same opportunities to fulfil their potential free from discrimination.

4.7. **Inclusion:** means ensuring everyone feels comfortable to be themselves at work and feels the worth of their contribution.

4.8. **Diversity:** means the celebration of individual differences amongst the workforces. We will actively support diversity and inclusion and ensure that all our staff are valued and treated with dignity and respect. We want to encourage everyone in our business to reach their potential.

4.9. We will actively support diversity, equality and inclusion and ensure that our workforce is valued and treated with dignity and respect. We want to encourage everyone in our business to reach their potential.

4.10. We value people as individuals with diverse opinions, cultures, lifestyles, and circumstances. All job applicants are covered by this policy, and it applies to all areas of employment including recruitment, selection, training, career development, and promotion. These areas are monitored, and policies and practices are amended if necessary to ensure that no unfair or unlawful discrimination, intentional, unintentional, direct, or indirect, overt, or latent exists.



4.11. Equality of opportunity, valuing diversity and compliance with the law is to the benefit of all individuals in our company as it seeks to develop the skills and abilities of its people. While specific responsibility for eliminating discrimination and providing equal opportunity lies with all managers and supervisors, individuals at all levels have a responsibility to treat others with respect and dignity. The personal commitment of every member of staff to this policy and application of its principles are essential to eliminate discrimination and provide equality throughout the company.

SIGNED: Matthew Woods

July 2026

Managing Director

A handwritten signature in black ink, appearing to read "Matthew Woods", written over a light blue horizontal line.