



The Church of King Charles the Martyr Potters Bar

Equality, Diversity and Inclusion Policy

Created on: 5 August 2026

Last Reviewed by the PCC: 5 August 2026

Date of next review: **August 2027**

Signed:

Revd Emma-Jane Wilkinson on behalf of the PCC

5 August 2026

Introduction

KCM is committed to fair treatment of its staff, potential staff, volunteers, church members, visitors or users of its services, regardless of race, gender, religion, sexual orientation, responsibilities for dependants, age, physical/mental disability or offending background.

This policy has been drawn up to comply with the Equality Act 2010. The Act stipulates that organisations cannot treat someone unfairly on the basis of what it calls ‘protected characteristics’, which are:

- age
- disability
- gender reassignment
- marriage and civil partnership
- pregnancy and maternity
- race
- religion or belief
- sex
- sexual orientation

The Equality Act highlights that organisations need to consider what ‘**reasonable adjustments**’ can be made in order to accommodate those who may have particular needs. The PCC will review the reasonable adjustments needed for all members and individual members with particular needs on an ongoing basis. Where necessary, the PCC will seek guidance and additional support from the diocese.

Reasonable Adjustments

The PCC will make reasonable adjustments and take practical steps to ensure a wide range of people can participate in our activities and meetings. This may include:

- Consideration given to the time of day of services and meetings and their location.
- Consideration of venues for meetings including:
 - Accessible to wheelchair users
 - Access to PA system and a hearing loop
 - Parking and accessible parking available
 - Accessible toilet facilities available
- Publicity:
 - Make communications available to those who don’t have access to the internet
 - Where relevant, use a range of images that reflect the local community

The PCC welcome suggestions of any reasonable steps which would make it easier for those with particular needs, or the highlighting of issues that may not have been considered.

Recruitment

KCM actively promotes equality of opportunity for all and welcomes applications for paid posts and voluntary roles from a wide range of candidates, including those who have criminal records. All paid posts or voluntary roles in KCM will be risk assessed as to their eligibility for a DBS, in accordance with the House of Bishop's practice guidance, Safer Recruitment 2016. For those positions where a DBS is required, a confidential declaration as to whether there is any reason why the applicant should not be working with children or adults who may be experiencing abuse or neglect must be completed by the applicant as part of the application process. All application forms, job adverts and recruitment briefs will contain a statement that an application for a DBS certificate is required and that any offer of employment will be conditional on this being satisfactory.

Dealing with discrimination and harassment

If you feel you have experienced or witnessed discriminatory behaviour or harassment, this should be reported to the Safeguarding Officer, Helen Schmitz (contact via church office – 01707 665579, or at safeguarding@kcm-church.org.uk).

Definitions

Equality is about ensuring that every individual has an equal opportunity to make the most of their lives and talents and believing that no one should have poorer life chances because of where, when or whom they were born, or because of other characteristics. Promoting equality is about behaving in a way that tackles inequalities, aiming to ensure that all people are treated fairly, and do not experience discrimination.

Promoting diversity is about recognising that everyone is different and creating an environment that values everyone and ensuring that KCM is as accessible as possible to different groups within the community.

Inclusion is about positively striving to meet the needs of different people and taking practical steps to ensure everyone feels respected.

Direct Discrimination is when a person is treated less favourably because of their ethnic origin, nationality (or statelessness) or race, age, disability, religion or belief (including the absence of belief), marital or civil partnership status, sexual orientation, pregnancy, gender reassignment, political belief.

Indirect Discrimination occurs when a condition or requirement is applied equally to all groups of people but has a disproportionately adverse effect on one particular group.

Harassment is unwanted conduct related to 'protected characteristics' that has the purpose or effect of violating a person's dignity, or creating an intimidating, hostile, degrading, humiliating or offensive environment. Harassment is also unwanted conduct of a sexual nature which has that same purpose or effect.

Victimisation occurs when a person is treated less favourably than others in the same circumstances because he or she has made a complaint or an allegation of discrimination, harassment or bullying or given information regarding such a complaint or allegation.