## eldon housing

## ELDON HOUSING ASSOCIATION LTD

2nd Floor North Wing, Legion House, 73 Lower Road, Kenley, Surrey, CR8 5NH **Telephone** 020 8668 9861 **Fax** 020 8763 9208

## **Employment Policy**

It is the Association's policy to attract locally based persons in its area of operation and to achieve this the local media is the main advertising channel.

In order to ensure equal opportunity, those applicants without experience but who meet the person specification for the particular post will not be disregarded as training will be provided.

All staff are appraised annually to identify training needs, assess performance and determine merit awards.

All employees are treated equally and have the same basic terms and conditions and disciplinary rules and grievance procedures, irrelevant of post and grade, subject to the Employment Protection (Consolidation) Act 1978.

## **Equality and Diversity Statement**

In the development of housing, the provision of housing services, general management of its stock and the employment of staff and contractors, the Association will seek to ensure equality and fair treatment for all persons.

Any person or group of persons applying for employment with the Association will be treated equally and fairly.

All persons, tenants, contractors or groups of persons shall be treated neither less nor more favourably than other persons or groups of persons by reason of: - their age, race, ethnic or national origins, religion or religious beliefs, sex, disability, appearance, marital status, sexual orientation or gender re-assignment, responsibility for dependents, being HIV positive or with AIDS, any unrelated criminal activities, or any matter which causes in unjust treatment.

The Association's operational policies and procedures aim to reflect this Equality and Diversity Statement and to promote understanding between people who have different backgrounds, respect differences and provide services that meet the differing needs.

Any degree of discrimination by whosoever will not be tolerated and will be dealt with by the Association appropriately.