

BRICK COURT CHAMBERS

B A R R I S T E R S

7-8 Essex Street • London • WC2R 3LD
Tel: 020 7379 3550 • Fax 020 7379 3558 • LDE 302

EQUAL OPPORTUNITIES POLICY

INTRODUCTION

1. Chambers is committed to ensuring that equal employment opportunities are provided to all members of Chambers, pupils, mini pupils, existing employees and the recruitment of new employees and to creating a working environment free from discrimination or harassment. This means that all members of Chambers, pupils, mini pupils and employees will be provided with equal opportunities and will not be discriminated against on grounds of race, colour, nationality, ethnic or national origin, sex, pregnancy or maternity, marital or civil partner status, sexual orientation, gender reassignment, disability, religion or belief, age or any other unlawful criteria or circumstance (“unlawful discrimination”).
2. We remind all staff members that the responsibility to ensure that there is no unlawful discrimination rests not only with Chambers but also with each of you as individuals and claims for discrimination and harassment can be brought against you personally. You must therefore ensure that you do not unlawfully discriminate or harass on any grounds or assist others to do so.
3. The principle of non-discrimination and equality of opportunity applies equally to visitors, clients, suppliers and former staff of Chambers.
4. This policy does not form part of employee's terms and conditions of employment.

OBLIGATIONS

5. Equal employment opportunities must be provided without unlawful discrimination:
 - 5.1 In recruitment of employees. This includes the arrangements made for advertising for, recruiting and selecting employees, any terms or conditions of employment, and in offering or refusing a person employment. Each individual must be assessed according to their personal capability to carry out the job. Only justifiable qualifications or requirements for the job shall be applied including any genuine occupation qualifications;
 - 5.2 In conduct at work;
 - 5.3 In all dealings with or on behalf of Chambers and members of Chambers and pupils or mini pupils;
 - 5.4 In affording access to opportunities for promotion, transfer and training and development;
 - 5.5 In the terms on which employment is offered and in affording access to any benefits, facilities or services;
 - 5.6 In ensuring that no individual is victimised for complaining in good faith of unlawful discrimination or giving evidence about such a complaint;
 - 5.7 In the implementation of disciplinary and grievance procedures;

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- 5.8 In the manner in which and the reasons for which employees are dismissed, and
- 5.9 In ensuring that employees and members of Chambers are not treated unfavourably in any other way.

DISCRIMINATION

- 6. Discrimination by or against an employee or members of Chambers or pupils or mini pupils is generally prohibited. Discrimination may be direct or indirect and it may occur intentionally or unintentionally. Chambers' principal of non discrimination applies to all forms of discrimination including direct discrimination, indirect discrimination, harassment and victimisation. Acts of discrimination by or against any employee or member of Chambers or pupils or mini pupils, or a visitor, client, supplier or former staff of Chambers will be treated extremely seriously.
- 7. All employees and members of Chambers have a duty to act in accordance with this policy and to treat colleagues, visitors, clients, suppliers and former staff of Chambers with dignity at all times and not to discriminate against or harass others regardless of their status.

7.1 ENFORCEMENT

- 8. All members of Chambers and members of staff are required to comply with this policy. Failure to do so will result in the implementation of Chambers' disciplinary procedures which may include (in respect of staff) dismissal for gross misconduct.

OBLIGATION OF EMPLOYEES

- 9. If at any time during your employment with Chambers you believe that this policy is being or has been violated by any person, in any manner, or that you have been discriminated against or harassed in any manner by any person (including, without limitation, a colleague or member of Chambers, pupils or mini pupils, a visitor, client, supplier or former staff member of Chambers) we ask that you:
 - 9.1 First speak to the person involved directly and ask them to stop their particular conduct; or
 - 9.2 Speak to the Senior Clerks/Chambers Administrator if you believe that is not possible or the matter cannot be resolved satisfactorily by speaking to the person directly; or
 - 9.3 Otherwise contact the Head of Chambers
- 10. Allegations made regarding potential breaches of this policy will be treated in confidence and investigated by Chambers.
- 11. If you have a physical or mental disability and wish to discuss appropriate facilities or adjustments to enable you to perform the functions of your job we ask that you contact the Senior Clerks/Chambers Administrator.