The Lime Centre
Hazeley Road
Morestead
Winchester
SO21 1LZ

Equal Opportunities Policy

Ensuring equal opportunities are of fundamental importance to maintaining a fair, inclusive, and productive work environment. The Lime Centre is committed to complying with the Equality Act [2010] in promoting equal opportunities through equal treatment of those it interacts with regardless of age, disability, gender, marital or civil partner status, pregnancy or maternity, race, colour, nationality, ethnic or national origin, religion or belief, sex or sexual orientation.

1. About this policy

1.1 This policy sets out our approach to equal opportunities and the avoidance of discrimination at work. It applies to all aspects of employment with us, including recruitment, pay and conditions, training, appraisals, promotion, conduct at work, disciplinary and grievance procedures, and termination of employment.

2. Discrimination

2.1 The Lime Centre does not unlawfully discriminate against or harass other people including current and former employees, job applicants, clients, customers, suppliers and visitors. This applies in the workplace, outside the workplace (when dealing with customers, suppliers or other work-related contacts), and on work-related trips or events including social events.

2.2 The following forms of discrimination are prohibited under this policy and are unlawful:

2.2.1 Direct discrimination: treating someone less favourably because of a Protected Characteristic.

2.2.2 Indirect discrimination: a provision, criterion or practice that applies to everyone but adversely affects people with a particular Protected Characteristic more than others and is not justified.

2.2.3 Harassment: this includes sexual harassment and other unwanted conduct related to a Protected Characteristic, which has the purpose or effect of violating someone's dignity or creating an intimidating, hostile, degrading, humiliating or offensive environment for them.

2.2.4 Victimisation: retaliation against someone who has complained or has supported someone else's complaint about discrimination or harassment.

2.2.5 Disability discrimination: this includes direct and indirect discrimination, any unjustified less favourable treatment because of the effects of a disability, and failure to make reasonable adjustments to alleviate disadvantages caused by a disability.

3. Recruitment and selection

3.1 This policy sets out our approach to equal opportunities and the avoidance of discrimination at work. It applies to all aspects of employment with us, including recruitment, pay and conditions, training, appraisals, promotion, conduct at work, disciplinary and grievance procedures, and termination of employment.

3.2 Recruitment, promotion and other selection exercises such as redundancy selection are conducted based on merit, against objective criteria that avoid discrimination. Shortlisting is done by more than one person wherever possible.

3.3 Vacancies are advertised to a diverse section of the labour market, avoiding stereotyping or using wording that may discourage particular groups from applying.

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3.4 The Lime Centre does not ask job applicants questions which might suggest an intention to discriminate on grounds of a Protected Characteristic. For example, applicants are not asked whether they are pregnant or planning to have children.

3.5 Job applicants are not asked about health or disability before a job offer is made, except in the very limited circumstances allowed by law: for example, to check that the applicant could perform an intrinsic part of the job (taking account of any reasonable adjustments), or to see if any adjustments might be needed at interview because of a disability. Where necessary, job offers can be made conditional on a satisfactory medical check. Health or disability questions may be included in equal opportunities monitoring forms, which must not be used for selection or decision-making purposes.

4. Disabilities

4.1 If you are disabled or become disabled, we encourage you to tell us about your condition so that we can consider what reasonable adjustments or support may be appropriate.

5. Part-time and fixed-term work

5.1 If you are disabled or become disabled, we encourage you to tell us about your condition so that we can consider what reasonable adjustments or support may be appropriate.

5.2 Part-time and fixed-term employees are treated the same as comparable full-time or permanent employees by The Lime Centre and enjoy no less favourable terms and conditions (on a pro-rata basis where appropriate), unless different treatment is justified.

6. Breaches of this policy

6.1 We take a strict approach to breaches of this policy, which will be dealt with in accordance with our Disciplinary Procedure. Serious cases of deliberate discrimination may amount to gross misconduct resulting in dismissal.

6.2 If you believe that you have suffered discrimination you can raise the matter through our Grievance Procedure. Complaints will be treated in confidence and investigated as appropriate.

6.3 The Lime Centre will not victimise or retaliate against any person complaining about discrimination. However, making a false allegation deliberately and in bad faith will be treated as misconduct and dealt with under our Disciplinary Procedure.

Name: Nigel Wright

Position: Company Director

Signature:

Date: 01/11/2026