



Fairness, Inclusion and Respect (FIR) Policy

1. Policy Statement

Ashton Scaffolding Services Ltd is committed to promoting fairness, inclusion, and respect throughout all aspects of its business operations. We believe that every employee, contractor, client, supplier, and member of the public has the right to be treated with dignity, courtesy, and respect.

We are committed to creating and maintaining a workplace culture where diversity is valued, discrimination is not tolerated, and everyone has equal opportunities to contribute and succeed regardless of their background or personal characteristics.

This policy applies to all employees, agency workers, contractors, subcontractors, visitors, clients, and any other individuals who interact with the company.

2. Purpose

The purpose of this policy is to:

- Promote a positive and inclusive working environment.
 - Ensure all individuals are treated fairly and with respect.
 - Prevent discrimination, harassment, bullying, victimisation, and inappropriate behaviour.
 - Support equal opportunities in recruitment, training, promotion, and career development.
 - Encourage a culture in which everyone feels valued and able to contribute.
 - Comply with the Equality Act 2010 and other relevant employment legislation.
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3. Our Commitment

Ashton Scaffolding Services Ltd is committed to:

- Treating all individuals fairly and consistently.
- Providing equal employment opportunities.
- Encouraging diversity throughout the workforce.
- Creating a working environment free from unlawful discrimination.

- Preventing bullying, harassment, intimidation, and victimisation.
 - Promoting mutual respect and professional behaviour.
 - Taking prompt action where inappropriate conduct is reported or identified.
 - Ensuring decisions relating to employment are based on merit, competence, qualifications, and business requirements.
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4. Fairness

We will ensure fairness in all employment practices, including:

Recruitment and Selection

- Recruitment decisions will be based solely on skills, qualifications, experience, and suitability for the role.
- Job applicants will be treated fairly throughout the recruitment process.
- Selection criteria will be objective, transparent, and non-discriminatory.

Training and Development

- Employees will have equal access to appropriate training and development opportunities.
- Career progression will be based on performance, competence, and business needs.

Terms and Conditions

- Employees will receive fair treatment regarding pay, benefits, working conditions, and opportunities.
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5. Inclusion

We recognise the benefits of a diverse workforce and are committed to creating an inclusive culture where everyone:

- Feels welcome and respected.
- Has equal access to opportunities.
- Can contribute ideas and opinions without fear of discrimination.
- Is supported to achieve their full potential.
- Is valued for their individual skills, knowledge, and experience.

We encourage open communication and collaboration across all levels of the organisation.

6. Respect in the Workplace

All employees are expected to:

- Treat others with dignity and respect.
- Communicate professionally and courteously.
- Respect differing views, experiences, and backgrounds.
- Challenge inappropriate behaviour where safe and appropriate to do so.
- Support colleagues in maintaining a positive working environment.

The following behaviours will not be tolerated:

- Bullying or intimidation.
 - Harassment of any kind.
 - Offensive language or behaviour.
 - Threatening or aggressive conduct.
 - Discrimination or victimisation.
 - Unwanted physical, verbal, or non-verbal conduct.
 - Behaviour that creates an intimidating, hostile, degrading, humiliating, or offensive environment.
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7. Equality and Diversity

Ashton Scaffolding Services Ltd does not tolerate discrimination based on any protected characteristic under the Equality Act 2010, including:

- Age
- Disability
- Gender reassignment
- Marriage and civil partnership
- Pregnancy and maternity
- Race
- Religion or belief
- Sex
- Sexual orientation

All employment-related decisions will be made fairly and without unlawful discrimination.

8. Responsibilities

Directors and Management

Management is responsible for:

- Demonstrating leadership and commitment to fairness, inclusion, and respect.
- Promoting positive workplace behaviours.
- Addressing concerns promptly and fairly.
- Ensuring compliance with relevant legislation.
- Providing appropriate training and guidance.
- Investigating complaints thoroughly and confidentially.

Employees

Employees are responsible for:

- Complying with this policy.
- Treating colleagues, customers, subcontractors, and visitors with respect.
- Reporting incidents of inappropriate behaviour.
- Supporting an inclusive workplace culture.
- Cooperating with investigations where required.

9. Reporting Concerns

Employees are encouraged to raise concerns regarding discrimination, harassment, bullying, victimisation, or any behaviour inconsistent with this policy.

Concerns may be reported to:

- A Director
- Line Management
- Human Resources (where applicable)

All complaints will be taken seriously and investigated fairly, promptly, and confidentially.

No individual will suffer retaliation or victimisation for raising a genuine concern in good faith.

10. Training and Awareness

Ashton Scaffolding Services Ltd will provide appropriate information, instruction, and training to employees to support the implementation of this policy.

Training may include:

- Equality, Diversity and Inclusion awareness.
- Respectful workplace behaviour.
- Anti-bullying and anti-harassment guidance.
- Leadership responsibilities.

- Company values and expected standards of conduct.
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11. Monitoring and Review

The company will monitor the effectiveness of this policy and review it annually or sooner if there are changes to legislation, company operations, or identified improvement opportunities.

Any breaches of this policy may result in disciplinary action in accordance with company procedures.

12. Policy Approval

Ashton Scaffolding Services Ltd is committed to maintaining a workplace where fairness, inclusion, and respect are fundamental to the way we operate and interact with others.

Approved by:

A handwritten signature in black ink, appearing to read 'P. Farmer', with a long horizontal stroke extending to the right.

Paul Farmer
Director