



KITCHEN PARTY

# DIVERSITY, INCLUSION & EQUAL OPPORTUNITIES POLICY

Kitchen Party is committed to creating a supportive, inclusive and respectful working environment where diversity is valued and everyone is treated fairly. We believe that promoting equality, diversity and inclusion is essential to building a strong, creative and effective team.

Our aim is to ensure that all employees, workers, contractors and job applicants are given equal opportunity and that our workforce reflects the diverse communities we work within.

Every individual will be respected, valued and supported to perform at their best.

Kitchen Party does not tolerate discrimination, harassment, bullying or victimisation of any kind.



# DIVERSITY, INCLUSION & EQUAL OPPORTUNITIES POLICY

## OUR COMMITMENT TO EQUALITY

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We are committed to providing equality and fairness in all aspects of employment and will not discriminate or provide less favourable treatment on the grounds of:

Age, caring responsibilities, disability, family circumstances, gender expression, gender identity, gender reassignment, marriage or civil partnership, pregnancy or maternity, race (including ethnic origin, colour, nationality or national origin), religion or belief, sex, sexual orientation, socioeconomic background, the effects of menopause, or trade union activity.

All employees - whether part-time, full-time, temporary, freelance or contracted - will be treated fairly and with respect. Decisions relating to recruitment, promotion, training and development will be based solely on aptitude, ability and business need.

## WHY THIS POLICY EXISTS

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This policy exists to ensure that Kitchen Party operates in full compliance with the Equality Act 2010 and relevant UK legislation.

Its purpose is to ensure that no employee, applicant, contractor or partner is treated unfairly or unlawfully in their dealings with Kitchen Party, and that equality, diversity and inclusion are actively embedded into how we work.

## SCOPE

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This policy applies to:

- All employees and workers
- Contractors and subcontractors
- Freelancers, agency staff, interns and students on placement
- Anyone working on behalf of or representing Kitchen Party

Wherever this policy refers to “staff” or “employees”, it applies to all of the above unless stated otherwise.

We expect partners, suppliers and subcontractors to share our commitment to equality, diversity and inclusion, or to demonstrate that they have appropriate policies and practices in place.

Compliance with this policy is a condition of employment. Breaches may result in disciplinary action, up to and including dismissal.



# DIVERSITY, INCLUSION & EQUAL OPPORTUNITIES POLICY

## ROLES AND RESPONSIBILITIES

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### Managers

Managers are responsible for:

- Communicating this policy clearly to all staff
- Leading by example and promoting inclusive behaviour
- Addressing concerns or complaints promptly and appropriately
- Applying employment practices fairly and consistently
- Taking action where behaviour falls below expected standards

### All Staff

All staff are responsible for:

- Familiarising themselves with this policy
- Treating colleagues, clients, suppliers and the public with dignity and respect
- Challenging or reporting discrimination, harassment or inappropriate behaviour
- Raising concerns with management where they believe this policy is being breached

## ZERO-TOLERANCE APPROACH

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Kitchen Party operates a zero-tolerance approach to discrimination, harassment, bullying, or victimisation on the basis of any protected characteristic.

Any breaches of this policy will be addressed through appropriate procedures, including disciplinary or grievance processes.

## RECRUITMENT, TRAINING & DEVELOPMENT

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Kitchen Party is committed to fair and inclusive recruitment and employment practices. We will:

- Recruit, select and promote based on skills, experience and ability
- Provide equal access to training, development and progression opportunities
- Ensure reasonable adjustments are made where practicable
- Embed equality and inclusion into induction and ongoing training



# DIVERSITY, INCLUSION & EQUAL OPPORTUNITIES POLICY

## WORKING ENVIRONMENT

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We aim to provide a working environment where everyone feels safe, respected and valued.

Reasonable adjustments will be made wherever practicable for disabled staff, applicants, or anyone with specific needs. We actively encourage respectful challenge and constructive dialogue where concerns arise.

## MONITORING

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Where appropriate, Kitchen Party may collect equality monitoring information for employees and job applicants, such as age, gender, ethnicity and disability.

All information will be collected, stored and processed in line with the Data Protection Act 2018 (UK GDPR) and used solely to monitor and improve equality, diversity and inclusion practices.

## COMPLAINTS

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Any employee, contractor or partner who believes they have been treated contrary to this policy is encouraged to raise their concern promptly.

All complaints will be handled seriously, confidentially and without victimisation, in line with relevant grievance or complaints procedures.

## REVIEW

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This policy is reviewed regularly and updated as required to reflect changes in legislation, best practice, or organisational structure.

Last updated: January 2026





# KITCHEN PARTY

[hello@kitchen-party.co.uk](mailto:hello@kitchen-party.co.uk)

[www.kitchen-party.co.uk](http://www.kitchen-party.co.uk)

@kitchenpartyevents

0207 871 3065

Unit 21-22, Parkside Business Estate,  
London. SE8 5JB

