

## Anti-Racism Policy

### 1. Policy Statement

The Sundial Centre for Education on Harmful Practices (Sundial) understands the need to be actively anti-racist, in addition to embracing diversity and making our working practices inclusive. We believe that every voice matters, and that our team and those we work with should be both seen and heard. Therefore, we are committed to being an anti-racist organisation, and understand that as a charity we have a responsibility to challenge racism and discrimination through our work.

We recognise that racism is systemic, and is deeply entrenched in society and its institutions. The people we work alongside and support can be deeply affected by this. As a ‘with and for’ organisation, we are enriched by the diversity of our staff, volunteers and community partners, and committed to supporting the end of racist<sup>1</sup> structures.

### 2. Objectives of this Policy

2.1 To commit to a process of continuous reflection, education and learning, so that we identify any need for cultural change and employ co-design where necessary to bring this about.

2.2 To commit to working practices that maintain a highly diverse team. This will reflect the communities we work with, creating a shared space where existing structures can be examined and challenged.

2.3 To embed an organisational culture with an ethos that empowers staff, volunteers and those we work with to challenge racism where we see this, and centres the concerns of individuals from diverse ethnic backgrounds.

2.4 To ensure adherence to The Equality Act 2010, which prohibits racial discrimination in employment and education.

2.5 To establish a clear commitment to dismantling systemic racism and fostering a culture of equity and belonging.

2.6 To set out **clear procedures** for reporting, investigating, and addressing racial discrimination, harassment, or bias.

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<sup>1</sup> Racism is a social construct, created to oppress and marginalise individuals and groups based on the colour of their skin, ethnicity, nationality and citizenship in order to exploit them, which can be seen in forms of hatred, prejudice and discrimination. Anti-semitism (fear, prejudice or discrimination against Jews) and Islamophobia (fear, prejudice or discrimination against Muslims) is included in the definition of “racism”.

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2.7 To help prevent racial trauma, ensuring a safe and supportive environment where individuals feel valued and respected.

### 3. Designated Officer

Name: Kate Agha  
 Position: Chief Executive Officer  
 Telephone Number: 07909 510 840

The Board of Trustees and the Designated Officer are responsible for implementing this policy and ensuring all staff and volunteers uphold its principles in everything it does.

### 4. Links to Other Relevant Policies

Our Anti-Racist Policy is part of a wider commitment to equity, diversity, and inclusion and aligns with several key organisational policies that promote fairness, accountability, and a culture of respect. By integrating anti-racist principles across all policies and practices, we ensure a consistent and proactive approach to eliminating discrimination and fostering an inclusive environment for all. The other policies this links to include (can be accessed by requesting it from the designated officer):

- Equality, Diversity, and Inclusion Policy
- Recruitment and Selection Policy
- Staff Code of Conduct
- Safeguarding Children Policy
- Safeguarding adults at risk policy
- Whistleblowing policy
- Grievance Policy

### 5. Responsibility for the Implementation of this Policy

The Board of Trustees and the Designated Officer are responsible for implementing this policy and have a duty to ensure all staff and volunteers understand and uphold its principles in everything it does. Training and support should be made available if needed.

All employees, subcontractors and agents of the organisation are required to comply and uphold the principles involved. Employees and volunteers may be held independently and individually liable for any actions that contravene this policy.

In the event that an employee, volunteer or service-user is the subject or perpetrator of, or witness to, discriminatory behaviour, please refer to Sundial’s Grievance Policy.

It is important that young people, volunteers and service-users are made aware of this policy and it is adhered to.

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## 6. The Extent of the Policy

6.1 The organisation seeks to apply this Policy in the recruitment, selection, training, appraisal, development and promotion of all employees as well as all services it provides. The organisation operates in a fashion that complies with the spirit of this Policy.

6.2 This Policy does not form a part of any employment contract with any employee and its contents are not to be regarded by any person as implied, collateral or express terms to any contract made with the charity.

6.3 Sundial reserves the right to amend and update this Policy at any time. However, it will be reviewed annually.

## 7. Reporting Racist Incidents

All individuals within the organisation—staff, service users, volunteers, and stakeholders—are encouraged to report racist incidents, whether they are directly affected or witnesses.

Reporting mechanisms include:

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- Confidential Reporting Channels – A designated Officer will be available and the chair of trustee if the allegation is against the designated officer.
  - Direct Reporting to Management or HR – Employees and service users can report incidents directly to line managers, or designated officer.
  - Open-Door Policy – Leadership and managers will foster an environment where individuals feel safe to raise concerns without fear of retaliation.
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All reports will be handled with sensitivity, confidentiality, and in line with GDPR and safeguarding policies.

## 8. Dissemination

To ensure the Anti-Racist Policy is effectively implemented and embedded across the organisation, it will be widely communicated and accessible to all stakeholders. This will be achieved through the following actions:

**Staff Inductions & Training** – All new employees, volunteers, and contractors will be introduced to the policy during their induction process. Intersectionality, inclusivity and anti-racism training sessions will reinforce key principles and practical applications.

**Internal Communications** – The policy will be shared through emails, newsletters, and staff updates to ensure all staff are aware of their responsibilities.

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Website & Public Access – A publicly available version will be hosted on our website to demonstrate our commitment to racial equity to external stakeholders, including service users, partners, and the wider community.

Team Meetings & Workshops – Regular discussions will be held to explore how the policy applies to different roles, ensuring active engagement and accountability.

### 9. Links to helpful resources

[Wellcome's Anti-Racist Principles and Toolkit](#)

[NHS England's Anti-Racist Framework](#)

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