



**ASTRAL LIMITED**

**EQUALITY, DIVERSITY, INCLUSION &  
WELLBEING (EDIW) POLICY**

Reviewed: January 2026  
Next Review: January 2027

# Equality, Diversity, Inclusion & Wellbeing (EDIW) Policy

## 1. Policy Statement

Astral Limited is committed to providing a working environment where **equality, dignity, respect, inclusion and wellbeing** are at the heart of everything we do.

We recognise our responsibilities under the **Equality Act 2010**, which protects against discrimination based on:

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

We do not tolerate **discrimination, harassment, bullying, or victimisation** in any form. This policy outlines our unified approach to:

- Equality & Equal Opportunities
- Diversity & Inclusion
- Race Equality
- Anti-Bullying & Harassment
- Wellbeing & Mental Health Support

This combined policy replaces previous separate documents to provide a clear, modern and consistent approach across Astral.

## 2. Scope

This policy applies to:

- All employees (permanent, temporary, apprentices and trainees)
- Contractors and subcontractors
- Agency workers
- Job applicants
- Visitors and anyone working on behalf of Astral

It applies across all Astral workplaces, sites, and work-related activities, including online communication.

## 3. Our Equality & Diversity Commitments

Astral Limited will:

- Provide equal access to employment, training, development, and promotion opportunities
- Treat all individuals with dignity and respect

- Ensure fair, transparent recruitment and selection processes
- Make reasonable adjustments for disability or personal circumstances
- Celebrate diversity and ensure an inclusive culture
- Take concerns about discrimination seriously and confidentially

We continually review our practices to ensure equality is embedded throughout the organisation.

Astral supports contracting authorities in meeting their Public Sector Equality Duty under Section 149 of the Equality Act 2010

#### **4. Race Equality**

Astral is committed to ensuring that no individual is treated less favourably because of colour, nationality, ethnicity, or national origin.

We will:

- Avoid both direct and indirect race discrimination
- Monitor recruitment and employment decisions to ensure fairness
- Ensure job descriptions and person specifications are non-discriminatory.
- Provide equal access to training, development and promotion

Any employee who feels they have been unfairly treated regarding race is encouraged to raise the matter promptly through our reporting procedures.

#### **5. Anti-Bullying & Harassment**

Bullying and harassment can cause significant emotional harm and are strictly prohibited.

**Bullying includes:**

- Offensive, intimidating or malicious behaviour
- Abuse of power
- Humiliation or undermining behaviour

**Harassment includes:**

Unwanted conduct related to a protected characteristic that violates dignity or creates an intimidating or offensive environment.

**Astral will:**

- Promote a respectful culture
- Address inappropriate behaviour quickly
- Support anyone raising concerns
- Take formal action, up to and including dismissal, when harassment or bullying is proven

#### **6. Wellbeing & Mental Health Support**

Astral is committed to promoting the physical, mental and emotional wellbeing of everyone working with us.

We will:

- Foster a supportive, open culture around wellbeing
- Identify workplace stressors and take action to minimise them
- Manage fatigue risks and ensure compliance with Working Time Regulations
- Provide reasonable adjustments for those experiencing mental health concerns
- Maintain confidentiality at all times
- Offer signposting to external support services (GP, mental health services, occupational support)

Managers will receive training to recognise early signs of stress, fatigue or wellbeing concerns.

## **7. Responsibilities**

### **Managing Director**

- Provides leadership on equality and wellbeing
- Ensures resources and training are available
- Reviews equality and wellbeing trends

### **Managers & Supervisors**

- Promote inclusive and respectful behaviour
- Prevent discrimination, bullying and harassment
- Support wellbeing conversations
- Deal promptly with concerns raised

### **All Employees**

- Treat colleagues with dignity and respect
- Report harassment, discrimination or wellbeing concerns
- Support a positive and inclusive workplace culture

## **8. Reporting Concerns**

Concerns about discrimination, bullying, harassment or wellbeing may be raised:

- Informally with a manager or supervisor
- Formally with HR or a Director

All concerns will be:

- Taken seriously
- Treated confidentially
- Investigated promptly and fairly
- Addressed through appropriate action

Astral strictly prohibits victimisation of anyone who raises a genuine concern.

## 9. Training & Awareness

Astral will provide:

- Equality, diversity and inclusion training
- Induction on expected behaviours
- Toolbox talks covering wellbeing, stress, mental health and respect
- Guidance for managers in responding to concerns

## 10. Monitoring & Review

We will regularly review:

- Recruitment decisions
- Training and development access
- Incidents related to bullying or harassment
- Wellbeing trends, absence data and feedback

This policy will be reviewed annually or sooner if required.

Signed:



Managing Director

Date: 30/01/2026