



Equality & Diversity Policy

SUPREME PROTECTION LTD

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Diversity and Inclusion Policy

Introduction

At Supreme Protection, we are committed to fostering an inclusive and respectful work environment. Our Diversity and Inclusion Policy ensures that every employee feels valued, respected, and able to contribute their best. We recognise the legal obligations outlined in the Equality Act 2010 and actively work to prevent discrimination, bullying, harassment, and victimisation.

Policy Statement

1. Equal Opportunities:
 - We provide equal opportunities for all employees, whether temporary, part-time, or full-time.
 - We do not unlawfully discriminate based on the protected characteristics defined by the Equality Act 2010, including:
 - Age
 - Disability
 - Gender reassignment
 - Marriage and civil partnership
 - Pregnancy and maternity
 - Race (including colour, nationality, and ethnic or national origin)
 - Religion or belief
 - Sex
 - Sexual orientation.
2. Creating an Inclusive Environment
 - We promote dignity, respect, and individual differences.
 - Training ensures that managers and employees understand their rights and responsibilities under this policy.
 - All staff contribute to equal opportunities and prevent bullying, harassment, and discrimination.
 - Liability extends to both employees and the organisation.
3. Handling Complaints:
 - We take complaints of bullying, harassment, victimisation, and discrimination seriously.
 - Employees can raise concerns with their line manager or HR.
 - Our grievance procedure ensures fair resolution.
4. Positive Action:
 - While positive discrimination is illegal, we engage in positive action to address underrepresentation.
 - Examples include training and outreach activities to enable equal access to opportunities.
5. Monitoring and Targets:
 - We monitor recruitment, selection, and headcount data to assess progress.
 - Setting diversity targets helps us track development.
6. Harassment-Free Workplace:
 - We oppose all forms of harassment.
 - Supreme Protection provides a dignified and respectful environment for all.

Within this document, we outline the following topics covered under this Policy:

- Offensive Workplace Banter
- Proper Use of Social Media
- Cyberbullying Awareness
- Our Reporting Discrimination Guidelines and Procedures
- Line Manager Responsibilities for Achieving Policy Objectives
- Responsibility for our Equality & Diversity Policy.



Offensive Workplace Banter

We emphasize that banter must remain respectful and free from offensive content. It's also important to respect peoples boundaries.

Examples of Unacceptable Banter:

- Offensive nicknames.
- Racial slurs.
- Suggestive commentary.
- Lazy generalisations of protected characteristic groups.

Proper Use of Social Media

Employees will be held accountable for anything said online, which is brought to our attention, that is discriminatory, offensive or demeaning in nature. Staff are advised to avoid discriminatory or offensive content that could harm our reputation or cause offense.

Cyberbullying Awareness

Cyberbullying is bullying that takes place over digital devices like cell phones, computers, and tablets. It can occur through SMS, text, apps, or online platforms such as social media, forums, or gaming. Cyberbullying includes sending, posting, or sharing negative, harmful, false, or mean content about someone else. This behaviour can cause embarrassment, humiliation, and emotional distress. Some cyberbullying may even cross the line into unlawful or criminal behavior²⁴. It's essential to create a safe and respectful online environment for everyone.

We will not tolerate cyberbullying, and staff are required to report any incidents that meet the above definition in line with our reporting procedures. We deliver Tool Box talks to help staff identify cyberbullying signs, prevent incidents, and respond appropriately.

Our Reporting Discrimination Guidelines and Procedures

1. Escalate to Your Line Manager:

If you experience or witness discrimination, promptly inform your line manager. They are responsible for addressing workplace issues and ensuring a respectful environment. Be open and honest about the incident, providing relevant details.

2. Contact Human Resources (HR):

HR plays a crucial role in handling discrimination complaints. Reach out to the HR department via email at hr@supremeprotection.co.uk, via phone (020 7078 3993), or in person. They will guide you through the process, maintain confidentiality, and investigate the matter thoroughly.

3. Online Complaint Submission:

Supreme Protection Ltd provides an online platform for reporting discrimination via our Security Manager App. Officers are able to submit a formal complaint. This Include specifics such as dates, times, individuals involved, and a description of the incident.

4. Confidentiality and Support:

All reports are treated confidentially. You have the right to seek support during the process. Consider talking to a colleague, a friend, or a counsellor.

5. Retaliation Protection:

Supreme Protection Ltd prohibits retaliation against employees who report discrimination. We take such allegations seriously and ensure your well-being.



Line Manager Responsibilities for Achieving Policy Objectives

1. Vigilance Against Discrimination:

Line managers play a crucial role in maintaining an inclusive workplace. They must be vigilant, observing interactions and behaviours to spot any signs of discrimination.

2. Early Intervention:

If a line manager notices any concerning behaviour, they should address it promptly. Early intervention prevents escalation and fosters a respectful environment.

3. Training and Awareness:

Line managers receive training on recognising discrimination, unconscious bias, and microaggressions. They actively apply this knowledge to their daily interactions.

4. Proactive Measures:

Line managers actively promote diversity and inclusion. They encourage open dialogue, respect, and empathy among team members.

5. Reporting and Escalation:

If a line manager becomes aware of discriminatory incidents, they follow the reporting process. They escalate concerns to HR or senior management as needed.

6. Leading by Example:

Line managers set the tone for the team. Their behaviour models the organisation's commitment to equality and respect. Supreme Protection relies on line managers to create a safe, inclusive environment. By actively monitoring and preventing discrimination, they contribute to our collective success.

Responsibility for our Equality & Diversity Policy

Supreme Protection remains dedicated to diversity, inclusion, and compliance with legal obligations. Together, we create a workplace where everyone thrives and contributes to our collective success. Our Managing Director, Afsheen Rabbani, oversees the implementation of our Equality & Diversity Policy and objectives. All our employees share the responsibility for adhering to this policy and driving its success.

Afsheen Rabbani

Managing Director

5th January 2026



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