**Fair Work First Policy Statement**

July 2024

Relationships Scotland Shetland strives to support positive and healthy family relationships. As part of a network of public facing charities working with families in difficulties and crisis, we commit fully to the Scottish Government’s Fair work First policy.

We aim to provide a positive working environment, where our people feel they belong and can thrive. We care about their safety, health and wellbeing and seek to maximise their talent and skills.

1. We have an appropriate channel for effective employee voice

All staff have an induction programme to enable them understand and appreciate the work done by all staff and how this fits with their job and within the network.

Everyone’s voice is equal and listened to as a group and also individually. There are regular staff meetings and staff are encouraged to raise any concerns with the Service Manager or Board of Trustees at any time.

There are employee policies in place to support employees in the workplace and there is a zero tolerance to any form of harassment or bullying.

As part of the Relationships Scotland Network, there are regular meetings that all members can attend. All members are encouraged to raise issues of concern in a group or individual basis with National Office.

2. We invest in workforce development

Staff are given the opportunity to use their skills to take on and learn new tasks.

Where possible staff are able to attend courses that will increase their knowledge and development.

Staff support each other to develop new skills.

Regular professional supervision is provided to allow for discussions on where skills can be developed and improved.

Staff retention is acknowledged as being key to the success of the organisation.

3. We do not use zero hour’s contracts inappropriately

We do not use zero hour contracts.

4. We take action to create a diverse and inclusive workplace

We pay all workers in regard to their skills and experience regardless of gender.

Our Equality and Diversity policy states our wish to treat everyone equally including protected characteristics or economic status.

We will make reasonable adjustments for anyone who requires them to accept employment with us.

We advocate health and wellbeing for staff and practitioners and are constantly working to improve diversity and inclusion in the workplace.

5. We commit to paying the Living Wage Scotland

We commit to ensuring all employees are paid at least the Living wage Scotland.

6. We offer flexible and family friendly working practices for all workers from day one of employment

We support flexible, part time and hybrid working to meet the needs of employees within the requirements of the job.

7. We oppose the use of fire and rehire policies

We do not fire and rehire.

Our Fair Work First statement remains under review and open to further improvement and review in consultation with all our staff.