Human Rights Policy

Owner: Chief Executive Officer
Relevant to: Staff and stakeholders (including volunteers)

Office Use only:

Department Family:	**SLT Owner:**	**Approval/Re-approval Date:**	**Implementation Date:**	**Next Review Date:**
Governance	CEO	09 July 2026	01 January 2024	July 2027

New Policy or Substantive Policy Review

Version	Date	Policy Development Agreed by *(SLT Owner)*	Policy Development Author	Draft Policy Verified by	Policy Approval	Impact Assessment *(if applicable)*
V1	01 January 2024	CEO	RHB HR Manager	CEO	CEO	Completed

Rationale for new or substantive policy review	As part of the 2023 Review of all policies it was determined that the Headway UK should have a Human Rights Policy to demonstrate its commitment and expectations of staff, service users and stakeholders.

Please make explicit if change/review relates to procedures, guidelines and associated documents only

Periodic Policy Review / Change History

Version	Date of Review / Revision	Description of Change	Reviewed By	Approved By *(SLT Owner)*
V2	30 January 2025	Annual review – no changes	RHB	RHB
V3	July 2026	Annual review – No changes	RHB	RHB

Communication

To be agreed by SLT Team

All Staff Email	x	Team Meetings	
Newsletter		External website	x

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1. Policy Statement

This policy is outlines Headway UK's approach to Human Rights. This policy links to Headway UK's Modern Slavery and Human Trafficking Policy and should be read in conjunction.

2. Definitions

HUMAN RIGHTS: are fundamental principles which allow an individual to lead a dignified and independent life, free from abuse and violations. These basic rights include freedom of speech, privacy, health, life, liberty, and security, as well as access to clean water and sanitation and an adequate standard of living.

SERVICE USERS: includes individuals that use Headway services, such as people directly impacted by brain injury, including survivors, their family members and carers, professionals accessing Headway support via the website, publications or helpline, or corporate and individual members of Headway UK.

STAKEHOLDER: includes volunteers, fundraisers, professionals, contractors, corporate partners, and others that come into contact with Headway.

3. Principles

We are committed to respecting the human rights and dignity of individuals within our operations, supply chain, and communities in which we operate.

In accordance with relevant laws and regulations, we are committed to the following principles:

1. We treat people with respect and dignity.
2. We strive for and foster a workplace free from harassment and discrimination.
3. We advocate inclusion and promote diversity in the workplace.
4. We prohibit forced, bonded, trafficked and child labour.
5. We recruit ethically.
6. We provide fair wages and benefits.
7. We safeguard adults at risk.
8. We promote and protect health and safety in the workplace.
9. We recognise the freedom of employee to associate or not associate with a trade union.

In light of these commitments, Headway UK adopts an ethical approach to its fundraising strategy to ensure that its fundraising income is in line with the principles outlined above. Additionally, Headway UK will not accept donations or fundraising income from organisations or individuals where there is a direct conflict with its mission as a charity or with the best interests of its service users and stakeholders.

We conduct due diligence to avoid complicity in human rights abuses, and we seek to avoid causing or contributing to adverse human rights impacts through our own activities, charity, or business relationships.

Where applicable law conflicts with our policy, we maintain legal compliance but seek to raise awareness of best practices within our spheres of influence.

We expect our suppliers to comply with contractual requirements and to respect human rights in a manner consistent with this policy within their operations and supply chains, or such higher standards as required by law or contract.

We work to promote respect for human rights within our spheres of influence through stakeholder engagement, collaboration, and participation in various forums.

We encourage our employees, service users, suppliers, and stakeholders to speak up, without retribution, about any concerns. We will not tolerate retaliation or reprisal against any staff, service user, stakeholder, or others for having reported suspected violations of this policy.

4. Monitoring and Review

This policy will be reviewed annually or in line with any changes to legislation.

5. Supporting/Related Documents

The Modern Slavery and Human Trafficking Policy provides further details on Headway UK's commitment in this area.

The Whistleblowing Policy provides guidance on what to do if there are concerns that an area of prohibited conduct is being carried out by Headway UK.

The Safeguarding Policy provides guidance on what to do if there are concerns in relation to the safeguarding of an Adult at Risk.

The Harassment and Bullying Policy provides guidance on what do if there are concerns regarding Harassment and Bullying in the workplace.