# Equality and Diversity Policy (Model)

## Policy Statement

(Club or provider name) is committed to equality and diversity. The (club) is open to all regardless of age, colour, disability, ethnic origin, sex, gender reassignment, HIV status, marriage and civil partnership, nationality or national origins, race, religion or beliefs, responsibility for dependents, sexual orientation, pregnancy and maternity. We will not tolerate attitudes and behaviour that amount to discrimination on these grounds.

Equality and diversity is about accepting people’s differences and creating an environment in which all can thrive and contribute. (Club or provider name) is committed to ensuring that all feel valued, that the skills and talents of individuals are recognised and fully utilised and that the environment in the club is productive and rewarding. (Club or provider name) is a place where there is respect for difference in culture and experience.

All leaders and volunteers will be made aware of the contents of this policy as part of the induction process.

(Club or provider name) will be active in making sure all its policies and procedures are fair and no member is disadvantaged when participating in the activities it provides.

(Club or provider name) is also aware of how people can be subject to harassment on a wide variety of grounds and take many forms. Harassment is a physical, verbal or non-verbal action which is unwelcome, unwanted and offensive to the recipient and has the effect of violating their dignity and creating an intimidating, hostile, degrading, humiliating or offensive atmosphere for that person. This can include embarrassing or offensive jokes, unwelcome physical contact or sexual advances, the expression of racist, homophobic, etc views, lewd comments and innuendo, sending offensive text messages. This behaviour is unacceptable and will be dealt with using policy guidelines and procedures.

(Club or provider name) is responsible for implementing this policy and upholding its principles in everything it does.

## Procedures

We will make sure that:

• We promote respect for other people and treat everyone fairly

• Children, Young people and adults can meet together in a positive and accepting environment where they are safe from harm, abuse, harassment and intimidation

• Young people and adults recognise and challenge prejudice and discrimination

• Everyone has an equal opportunity to be considered as a volunteer leader

• All leaders will have equal access to training opportunities

• All young people will have equal access to club activities and training opportunities

• The policy is applied when recruiting volunteers

• We monitor what we do to meet any legal requirements and so that this policy is implemented properly and understood by all

• We take incidents, including those of harassment and bullying, seriously

## Employment

* (Club or provider name) will appoint the best person for each job and will treat fairly all applicants. This includes paid and volunteer posts.
* (Club or provider name) will ensure that no employee or job applicant receives less favourable facilities or treatment (either directly or indirectly) in recruitment or employment on grounds of age, disability, gender / gender reassignment, marriage / civil partnership, pregnancy / maternity, race, religion or belief, sex, or sexual orientation (the protected characteristics).
* All employees are entitled to equal pay and conditions for work of equal value.
* (Club or provider name) recognises its duty to give all prospective parents the minimum

government requirements for maternity and paternity leave.

* Commitment to implementing this Equal Opportunities Policy will form part of the job description of all workers, paid or unpaid

## Complaints

• Any issues of inequality, harassment or discrimination should be reported to (the Club Leader / management committee?)

* (The Club Leader / management committee?) will investigate the complaint, listening to all staff, volunteers, children and families affected or involved.
* If the complaint is against a particular individual, this person will have the opportunity to express their point of view, accompanied by a friend.
* The person making the complaint will also have this opportunity.
* Any decision to exclude a person from the organisation due to discriminatory or harassing behaviour will be made in reference to the (Club or provider name’s) constitution and employment policies.

• (The Club Leader / management committee) will respond quickly and impartially to such issues.

## Review

This policy will be reviewed every 2 years.

The procedures laid out in this policy are regarding to legislation as defined by the ‘Equality Act 2010’