

## Equality and Diversity Policy

### **Purpose**

Holmer Green Youth Club is committed to meeting the needs and aspirations of all stakeholders in a fair, respectful, and proportionate manner. Our approach to diversity and equality is to promote inclusiveness by recognising that everyone, can make a positive difference in the achievement of the organisation's vision and in the wider society.

### **Our Approach**

The policy applies to everyone the organisation serves, and those who work or volunteer for it. Diversity and equality are integral to all aspects of what we do.

We will comply with best practice from legal, regulatory and inspection requirements.

Holmer Green Youth Club will not discriminate against, bully or victimise any person or organisation on grounds of race, ethnic origin, nationality, religion or belief, gender, marital status, sexual orientation, disability, age, class, appearance, responsibility for dependants, pregnancy or any other protected characteristics under the 2010 Equality Act or any other matter which causes a person to be treated unjustly.

### **Principles**

- To demonstrate our commitment to diversity and equality, working to eliminating all forms of discrimination whether covered in law or not.
- To raise awareness, recognise and celebrate our successes, forming a platform for continuous learning and improvement.
- To have a greater and deeper understanding of our stakeholders
- To have Trustees/Committee members, staff, volunteers and members that reflect the makeup of the community that we serve.
- To work in inclusive ways to develop an organisational culture that proactively promotes diversity and equality.

### **Roles and Responsibilities**

Anyone representing Holmer Green Youth Club has to abide by all policies and procedures of the organisation. This includes trustees, committee members, employees and volunteers. This list is not exhaustive.

The Trustees/Management Committee's leadership role will ensure the policy is successful. Staff and volunteers will have professional, individual and collective responsibility to implement the policy. Partner organisations are required to demonstrate their commitment to our policy objectives on equality and diversity.

We aim to be an organisation that values, recognises and responds to the diverse needs of those that we serve. We adhere to the Equality Act 2010 and will not

discriminate against any person or other organisation with particular reference to protected characteristics.

### **Organisation/Club Membership Policy**

- we will encourage as wide a membership as possible
- meetings and training sessions will be held in accessible buildings
- Non-Sexist language and titles will be used.

### **Board of Trustees/Management Committee**

- We will seek to ensure Membership of the Trustees/Management Committee reflects the diversity of our community and there is no discrimination re composition
- Meetings will be held in locations that are accessible to members
- All new Board/Management Committee members will be asked to read and agree to our governing policies
- All new Board/Management Committee members will be offered and encouraged to attend training

### **Employment Policy**

Equal Opportunities method of recruitment and selection shall always be used.

- All members of the Board of Trustees/Management Committee and Senior Staff will be offered and encouraged to take Equal Opportunities training
- All vacancies shall be advertised using appropriate methods and equal opportunities will be afforded to all candidates
- All vacancies will be looked at to see whether they are suitable for a job share
- Appropriate experience obtained from life, voluntary work, childcare and other caring responsibilities will be valued in evaluation as experience from paid employment
- Where possible interviews should be held in accessible buildings and appropriate assistance at the interview given to disabled candidates where required
- Interviewing will be positive. Aiming to find out what people need to enable them to do the job rather than any obstacles that might prevent them
- When purchasing new equipment it should be, whenever possible, capable of being operated by people who are visually, aurally or mobility challenged
- Racial and sexual harassment will be treated as disciplinary offences.

### **Volunteers**

Holmer Green Youth Club recognises that everyone has the right to be a volunteer but not necessarily the right to do every sort of voluntary work. We will not discriminate against volunteers

- Volunteers working directly for Holmer Green Youth Club will be given a role description and know to whom they are responsible
- Volunteers will have the right to receive training
- Volunteers are not members of staff and will not regard themselves as such
- They will not be expected to volunteer outside the hours they have agreed
- Volunteers **will be offered recompense for expenses incurred while volunteering**
- Volunteers will be protected by insurance.

## **Equality Act 2010**

The Act brought together into one piece of legislation and replaced all previous discrimination legislation. It provides that a person shall not be discriminated against, i.e. treated less favourably, on grounds of nine protected characteristics. These are age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, and sexual orientation.

**This policy was adopted at the Trustees/Management Committee Meeting on:**

.....  
(date)

**Signed on behalf of the Trustees/Management Committee:**

.....  
(signed)

**This policy will be reviewed annually by the Management Committee**

I have read and accept with this policy (staff)