Equality and Diversity Policy

Introduction and aims of the policy

Severn Beach Village Hall & Playing Fields recognises and values people’s differences and will assist them to use their talents to reach their full potential.

The organisation will do all it can to ensure it recruits, trains and promotes people based on qualifications, experience and abilities for all roles within the organisation. This policy is designed to ensure that Severn Beach Village Hall & Playing Fields complies with its obligations under equality legislation and demonstrates our commitment to treating people equally and fairly.

Severn Beach Village Hall & Playing Fields is unreservedly opposed to any form of discrimination on the grounds of Protected Characteristics as defined in the Equalities Act 2010; these are,

1. age
2. disability
3. gender reassignment
4. marriage or civil partnership
5. pregnancy and maternity
6. race
7. religion or belief
8. sex
9. sexual orientation

Using fair and objective employment practices, the organisation aims to ensure that

* all employees and potential employees are treated fairly and with respect at all stages of their employment
* all employees (volunteers/service users) have the right to be free from harassment and bullying of any description, or any other form of unwanted behaviour. Such behaviour may come from other employees or by people (third parties) who are not employees of Severn Beach Village Hall & Playing Fields, such as customers or clients
* all employees (volunteers/service users) have an equal chance to contribute and to achieve their potential, irrespective of any defining feature that may give rise to unfair discrimination
* all employees (volunteers/service users) have the right to be free from discrimination because they associate with another person who possesses a Protected Characteristic or because others perceive that they have a particular Protected Characteristic, even if they do not.

Scope of the policy

The policy applies to all employees/trustees/committee/volunteers/hirers

The policy applies to all stages of employment including recruitment and selection, promotion, and training.

Responsibilities

It is the responsibility of the trustees & committee to develop and lead the implementation of the equality and diversity policy.

Responsibility for approving the policy and monitoring that it is being followed rests with trustees and committee

Employees, volunteers (including trustees) and hirers of Severn Beach Village Hall & Playing Fields have a duty to act within this policy, ensure it is followed and to draw attention to any suspected discriminatory acts or practices.

Implementation of the policy

All staff, trustees, hirers, and volunteers will be involved in creating an equality environment and one that values diversity.

Communications

Communication of the policy to job applicants and employees/ volunteers through website, email, and paper copies.

Working with partners

In selecting our partners, we will consider their commitment to Equality and Diversity by: research and recommendation.

Users of our service

We will make our services accessible by: providing entrance ramp to building, entrance and internal doors compatible with wheelchairs.

Reporting discrimination/potential discrimination

Volunteers/trustee or committee member who feel that they have suffered any form of discrimination should raise the issue through the following means: report to a trustee or chair person.

Service users who feel that they have suffered any form of discrimination should speak with the service provider or group leader and follow their complaints procedure.

Employees/volunteers/service users should also use this approach if they feel that they have been the subject of harassment from someone who is not an employee of Severn Beach Village Hall & Playing Fields. Severn Beach Village Hall & Playing Fields will not tolerate any harassment from third parties towards its employees/volunteers/service users and will take appropriate action to prevent it happening again.

If an employee/volunteer/service user witness’s behaviour that they find offensive in relation to age, marriage or civil partnership, pregnancy and maternity, disability, gender reassignment, race, religion or belief, sex, or sexual orientation, even if it is not directed at them, they should also use this procedure.

Monitoring and review

This policy will be monitored to judge to what extent it is working and identify areas for improvement.

Monitoring will relate to both employees/volunteers and to service users and methods used will include: reviewed annually.

This policy will be reviewed annually by the trustees to ensure that it remains up to date and reflects the needs and practices of the organisation.

The policy may also be reviewed if legislation changes or if monitoring information suggests that policy or practices should be altered.

Date of adoption of policy ……22/11/2022………..

Date of next review …………22/11/2023………….