



Equality and Diversity Policy

HWCC Statement of Intent

Hainworth Wood Community Centre is opposed to all forms of discrimination on the basis of one or more protected characteristics (i.e. age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation), unrelated criminal convictions, or any other political views or affiliations.

We aim to create a culture that respects and values each other's differences, that promotes dignity, equality and diversity, and that encourages individuals to develop and maximise their true potential. We strive to treat all individuals fairly and equally and remove any barriers, bias or discrimination that prevent individuals or groups from contributing fully to HWCC.

Policy

Hainworth Wood Community Centre (HWCC) seeks to implement measures to combat all direct or indirect discrimination* in our service delivery

HWCC seeks to ensure that services offered are accessible to all regardless of any protected characteristic (eg disability, age, gender, and sexual orientation, etc), provided this is achievable within the resources of the organisation.

HWCC actively supports activities which embrace diversity within the community.

HWCC actively encourages the participation of disabled people as volunteers/ users.

HWCC is committed to taking positive steps to ensuring that the mix of its trustees, volunteers and users reflects, as far as possible, the broad mix of the population of its local community.



Legislation

You should be aware that the following acts are unlawful and would constitute misconduct or gross misconduct liable to disciplinary action or exclusion from the HWCC:

- Discriminating in the course of employment or prospective employment against fellow or future employees in job, transfer or promotion applications on the grounds established in this Policy
- Inducing or attempting to induce employees to practise unlawful discrimination
- Indulging in verbal or physical, sexual or racial harassment of a nature that is known, or should be known, to be offensive to the victim
- Victimising individuals who have made allegations or complaints of any discrimination or harassment or provided information about such discrimination or harassment

All staff, volunteers and users of HWCC are responsible for ensuring the Equality and Diversity Policy is applied to our dealings with our clients and suppliers and should, in addition, be aware that it is unlawful to commit, authorise, contribute to or condone acts of discrimination on the grounds of a protected characteristic (i.e. age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation), in the provision of goods and services. Breaches of the policy by suppliers could result in termination of contracts for services and by users to the termination of any hire agreement.

Challenging Discriminatory Behaviour

HWCC will not tolerate discriminatory behaviour. HWCC will challenge this behaviour.

In the first instance a verbal warning will be given. If the behaviour persists, the person will be asked to leave the premises and if necessary excluded from accessing HWCC services for a defined period. Dependant on the severity of the behaviour, HWCC has the rights to exclude the person from using HWCC services and accessing the premises.

All cases of such behaviour will be investigated and we will treat all complaints fairly, quickly and with confidentiality. Any grievance arising from the Equality and Diversity Policy will be dealt with using the Grievance Procedure.



Implementation

HWCC will display a copy of this policy at the centre and bring it to the attention of our trustees, staff, volunteers, suppliers and service users on joining or contracting with the organisation.

Communication

HWCC will ensure that all sections of the community are aware of the services and activities that we offer using a variety of channels and methods to publicise them and ensuring where possible that the website and other communications are available in accessible formats/ languages on request.

Monitoring of Service Users

HWCC may collect information on users and volunteers for the purposes of monitoring equality and diversity of our services and use this to develop an action plan. Data may also be used for reporting to funders or applying for grants. Any monitoring information will be used and stored in line with our Data Protection Policy and legal requirements for safe handling of personal data.

Consultation

HWCC will consult with volunteers and users to ensure that this policy is being implemented and use any feedback to inform future developments and actions to address equality and diversity.

The policy was agreed on 17th January 2022 by a meeting of the Board of trustees.

Date of next review: June 2022.

***Definitions**

Direct Discrimination is when you treat someone less favourably than others for unlawful means, for example not employing someone because of their gender or disability. HWCC will treat direct discrimination as a disciplinary matter.

Indirect Discrimination is when a policy, practice or procedure that applies to everyone might disadvantage a particular group, and which cannot be justified in relation to the job. HWCC will monitor and regularly review its policies, practices and procedures in order to ensure that they do not disadvantage any particular group.