

# Alwoodley Community Association

## Diversity and Inclusion Policy

### 1. Policy Statement

This Diversity and Inclusion Policy, Standards, Code of Conduct and Reporting Procedure are applicable to Alwoodley Community Association (“ACA”).

As an organisation we contribute actively to enable people to be involved in our activities, in a manner that it is safe, inclusive, and fair. This applies regardless of a person’s age, disability, gender reassignment status, sex, marital or civil partnership status, pregnancy or maternity, race, sex, sexual orientation, religion, race or sexual orientation, socio-economic status or any other background.

We recognise that many concerns and/or disclosures may have both safeguarding and diversity and inclusion elements to them. This policy reflects this through its reporting procedures, which replicate the safeguarding concern reporting procedures.

This Policy strives to minimise risk and support our venue, events and individuals to deliver a positive experience for everyone. The Reporting Procedures in page 3 outline how to respond to safeguarding or discrimination concerns/disclosures.

### 2. Use of Terminology

We have adopted the following definitions to explain our approach to diversity and inclusion:

**Discrimination** – treating someone in a less favourable way and causing them harm, because of their age, disability, gender reassignment, marriage or civil partnership, pregnancy or maternity, race, religion or belief, sex or sexual orientation

**Diversity** – acknowledging, celebrating and respecting the differences between groups of people and between individuals. We will work to ensure that people can be assured of an environment in which their rights, dignity and individual worth are respected, and in particular that they are able to enjoy their sport without the threat of intimidation, victimisation, harassment or abuse.

**Harassment** – unwanted conduct related to a relevant protected characteristic, which has the purpose or effect of violating an individual’s dignity or creating an intimidating, hostile, degrading, humiliating or offensive environment for that individual or creates an intimidating, hostile, degrading, humiliating or offensive environment. The focus is on the perception of the complainant not the intent of the perpetrator. Employees can complain of behaviour they find offensive even if it is not directed at them.

**Inclusion** – ensuring that our activities are equally accessible to any member of the community so they can be fully involved in whatever capacity they choose; and that they are supported to achieve their potential. We will work to ensure that people have a genuine and equal opportunity to participate to the full extent of their own ambitions and abilities, that they feel respected and valued and are not singled out, with regard to their age,

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disability, gender reassignment status, sex, marital or civil partnership status, pregnancy or maternity, race, sex, sexual orientation, religion, race or sexual orientation, socio-economic status or any other background.

**Positive action** – ACA is committed to taking positive steps to counteract the effects of physical or cultural barriers – whether real or perceived – that restrict the opportunity for all sections of the community to participate equally and fully. We will ensure that we institute, support or contribute to appropriate measures or initiatives that enable access to our facilities and participation in associated activities by people from any group that is under-represented and that they can do so with dignity or without being singled out.

### 3. Scope

ACA has direct safe and inclusive responsibility for:

- Staff they employ;
- Volunteers, including Trustee board members;
- Venues they own;
- Events and programmes they run; and

This Policy is in line with national legislation and applicable to our organisation, specifically to every person and place that we have direct safe and inclusive responsibility for.

### 4. Responsibility for implementation of the Diversity and Inclusion Policy

**Diversity and inclusion is everyone's responsibility: not responding to discriminatory or unacceptable language and behaviour is not an option.**

- ACA's Committee and Chair have overall accountability for this Policy and Reporting Procedure, for being the strategic lead on diversity and inclusion and for ensuring compliance with the relevant legislation.
- ACA's chair and Welfare Officer have overall responsibility for implementation of the policy.
- The Chair and Welfare Officer of ACA are responsible for updating this Policy and Reporting Procedure in line with legislative and organisational developments; and develop a strategic and proactive approach to diversity and inclusion and respond to discrimination concerns.
- The Welfare Officer is responsible for supporting ACA to identify where diversity and inclusion support is required; to implement safe and inclusive procedures; promote diversity and inclusion principles, including the Safeguarding and Reporting Procedure, to all the venues they manage, programmes, events and individuals including parents and carers.
- All staff and volunteers are responsible for raising diversity and inclusion concerns with the Welfare Officer.
- Members, parents and guardians are responsible for upholding the Code of Conduct and Reporting Procedure.
- The ACA committed to:
  - formally adopt this policy,

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- take steps to ensure that our committee, members, participants and volunteers behave in accordance with the policy, including where appropriate taking disciplinary action under our constitution;
- ensure that access to membership as well as access to participation is open and inclusive;
- publish accurate information about the location and accessibility of our facilities

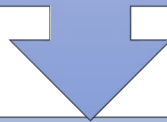
Where there is a diversity and inclusion concern/disclosure:

- The individual who is told about, hears, or is made aware of the concern/disclosure is responsible for following the Concern Reporting Procedure above

## 5. Breaches of the Diversity and Inclusion Policy, Standards, Code of Conduct and Reporting Procedure

Where there are concerns that diversity and inclusion good practice has not been followed, all staff and volunteers are encouraged to follow ACA's whistleblowing policy; they are encouraged to:

1. Complain directly to the person or organisation and seek resolution. In the first instance, this can often resolve many disputes or concerns.



2. Seek further advice from the Equality Advisory Support Service a call on 0808 800 0082. For further information their website is: <http://www.equalityadvisoryservice.com/app/ask>

If someone comes to you with a concern around discrimination, listen to their complaint, reassure them and advise them of the routes listed above (1-2).

## 6. Related policies and guidance

- Safeguarding Policy
- Data Protection Policy
- Health and Safety Policy