



Steel Valley Beacon Arts

Company No: 12845448
Charity No: 1192514



Equality, Diversity and Inclusion Policy

The **Mission** of Steel Valley Beacon Arts is to offer the opportunity to anyone in our area to develop their performing arts skills in a safe inclusive environment in order to create quality theatre productions for our community.

The **Vision** of Steel Valley Beacon Arts is to be an excellent example of community theatre; working together, building individual and group confidence and self-esteem to provide quality entertainment in the community.

The purpose and scope of this policy statement

The purpose of this policy statement is to:

- to provide equality, fairness and respect for all in our employment and our membership, whether temporary, part-time or full-time
- to ensure staff, members, volunteers do not unlawfully discriminate because of the Equality Act 2010 protected characteristics of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race (including colour, nationality, and ethnic or national origin), religion or belief, sex and sexual orientation
- to oppose and avoid all forms of unlawful discrimination. This includes in pay and benefits, terms of membership, dealing with complaints and/or grievances, discipline, dismissal, redundancy, requests for flexible working, and selection for employment, promotion, training or other developmental opportunities.

Legal framework

This policy has been drawn up on the basis of legislation, policy and guidance Equality Act 2010 seeks to ensure Equality, Diversity and Inclusion in organisations in England

Supporting documents

This policy statement should be read alongside our organisational policies and procedures, including:

- Managing complaints and grievance
- Disciplinary
- Code of conduct for staff and volunteers
- Anti bullying
- Induction, training, supervision and support

We believe that

- Staff, members, and volunteers should be truly representative of all sections of society and our customers, and that each employee should feel respected and able to give their best.

We recognise that

- SVBA has a role to play in ensuring all members of the organisation reflect the cultural makeup of society and actively champion Equality, Diversity and Inclusion in their actions.

SVBA commitment

- Steel Valley Beacon Arts (SVBA) is committed to encouraging equality, diversity and inclusion among our workforce, and membership and to eliminating unlawful discrimination.
- SVBA - in providing services and/or facilities - is also committed against unlawful discrimination of customers or the public.

SVBA will achieve this commitment by:

- encouraging equality, diversity and inclusion in the workplace as they are good practice and make business sense
- creating a working and performing environment free of bullying, harassment, victimisation and unlawful discrimination, promoting dignity and respect for all, and where individual differences and the contributions of all staff are recognised and valued
- making opportunities for training, development and progress available to all staff, who will be helped and encouraged to develop their full potential, so their talents and resources can be fully utilised to maximise the efficiency of the organisation
- making decisions concerning staff and members based on merit (apart from in any necessary and limited exemptions and exceptions allowed under the Equality Act)
- reviewing employment practices and procedures when necessary to ensure fairness, and update them and the policy to take account of changes in the law
- monitoring the make-up of the workforce and membership regarding information such as age, sex, ethnic background, sexual orientation, religion or belief, and disability in encouraging equality, diversity and inclusion, and in meeting the aims and commitments set out in the equality, diversity and inclusion policy

Monitoring will also include assessing how the equality, diversity and inclusion policy, and any supporting action plan, are working in practice, reviewing them annually, and considering and taking action to address any issues.

Taking seriously complaints of bullying, harassment, victimisation and unlawful discrimination by fellow employees and/or members of SVBA, customers, suppliers, visitors, the public and any others in the course of the organisation's work activities. Such acts will be dealt with as misconduct under the organisation's grievance and/or disciplinary procedures, and appropriate action will be taken. Particularly serious complaints could amount to gross misconduct and lead to dismissal without notice of SVBA employees or expulsion of an SVBA member.

These commitment include training managers and all other employees and members about their rights and responsibilities under the equality, diversity and inclusion policy. Responsibilities include staff and members conducting themselves to help the organisation provide equal opportunities in employment, and treatment of members and prevent bullying, harassment, victimisation and unlawful discrimination.

All staff should understand they, as well as the board of trustees as their employer, can be held liable for acts of bullying, harassment, victimisation and unlawful discrimination, in the course of their employment with, and/or membership of SVBA, against fellow employees, members, customers, suppliers and the public. Further, sexual harassment may amount to both an employment rights matter and a criminal matter, such as in sexual assault allegations. In addition, harassment under the Protection from Harassment Act 1997 – which is not limited to circumstances where harassment relates to a protected characteristic – is a criminal offence.

The equality, diversity and inclusion policy is fully supported by the board of trustees and has been agreed with employees and membership of SVBA

Details of the organisation's grievance and disciplinary policies and procedures can be found in our membership portal. This includes with whom an employee or member should raise a complaint or grievance

Use of the organisation's complaints, grievance and/or disciplinary procedures does not affect an employee's right to make a claim to an employment tribunal within three months of the alleged discrimination.

Contact details

Nominated Equality, Diversity and Inclusion lead

Name: David Moffatt
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Trustee for safeguarding and child protection

Name: Laura Twomey
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We are committed to reviewing our policy and good practice annually.

This policy was last reviewed on **13th January 2021**

Signed: *David Moffatt*

Date: 13th January 2021