



## **EQUALITIES POLICY**

### **Introduction**

The aim of this policy is to demonstrate how The Hollow Lane Club promotes and advances equal opportunities and tackles inequalities and discrimination. The Club is committed to the Equality Act 2010 which is about ensuring inclusion and equity for all so that no policies or practices result in unfair or less favourable treatment of children, young people or adults.

### **Definitions**

**Equality** – Treating people fairly and according to their needs. Equality of opportunity and outcome, rather than equality of treatment. People have similar life opportunities in so far as they are able to fulfil their own potential.

**Inclusive** – Making sure everyone can participate, whatever their background or circumstances.

**Diversity** – Recognises we are all different. Diversity is an outcome of equality and inclusion.

**Cohesion** – People from different backgrounds getting on well together. There is a shared vision and sense of purpose or belonging. Diversity is valued. Relationships are strong, supportive and sustainable. Cohesion is an outcome of equality and inclusion.

### **Scope**

The policy applies to and aims to benefit all staff, Trustees, children, young people, parents and carers.

### **Our Values and Commitment**

It is our belief that every out of school care provision, irrespective of its' intake and location is responsible for providing a service for children and young people who live and work in a country which is diverse in terms of age, culture, religion or belief, ethnic or national origins, nationalities, sex/gender, gender identity, sexual orientation, disability and socio-economic backgrounds.

We have high expectations of all our staff and Club users. All individuals within the Club are entitled to participate and work within a non-threatening and supportive environment in which the development of self-esteem and confidence is enhanced. We want everyone within the Club to be proud of who and what they are, as well as of the Club.

We believe the Equality Act provides a framework to support our commitment to valuing diversity, tackling discrimination, promoting equality and fostering good relationships between people. It also ensures that we continue to tackle issues of disadvantage and

underachievement of different groups. We believe that diversity is a strength which should be respected and celebrated by all those who work at, participate in and visit the Club.

The Club is centred around person centred planning and provision to ensure children and young people's needs are known and catered for effectively. Action points are followed up to support the wellbeing of children and young people.

We are committed to:

- Celebrating diversity
- Promoting and advancing equality and inclusion
- Meeting people's needs
- Encouraging participation
- Promoting cohesion, tackling prejudice and promoting understanding
- Tackling discrimination and disadvantage
- Tackling bullying
- Encouraging, supporting and striving to enable all children, young people and staff to reach their potential
- Working in partnership with parents/carers and the wider community to establish, promote and disseminate good practice
- Ensuring that this policy is followed

### **Our Legal Duty**

Legislation relating to equality and discrimination is laid out in the Equality Act 2010. Legislation covers employment, the provision of services and public functions and education.

Employers are liable for acts of employees if they did not take reasonable steps to prevent such acts. Employees can be liable for acts (where an employer took reasonable steps to prevent such acts).

### **The 'Protected Characteristics' within equality law are:**

- Age – A person of a particular age or a range of ages in relation to work.
- Disability – A person has a disability, or has had, a physical or mental impairment which has a substantial and long term adverse effect on their ability to carry out normal day to day activities. It includes discrimination arising from something connected with their disability such as use of aids or medical conditions.
- Gender reassignment – A person who is proposing to undergo, is undergoing or has undergone gender reassignment (the process of changing physiological or other attributes of sex, therefore changing from male to female or female to male). 'Trans' is an umbrella term to describe people with this 'Gender Identity'. 'Intersex' or 'Third Sex' are not covered by the Act but the Club will treat intersex children or young people with the same degree of equality as potentially Trans children or young people. Children as young as five may begin to show signs of gender dysphoria and therefore it is relevant in the Club environment.

- Marriage and civil partnership
- Pregnancy and maternity – Maternity refers to the period of 26 weeks after the birth (including still births), which reflects the period of Ordinary Maternity Leave entitlement in the employment context.
- Race – A person’s colour, nationality, ethnic or national origin. It includes Travellers and Gypsies as well as White British people. It may include Caste.
- Religion and belief – Religious and philosophical beliefs including lack of belief. Generally, a belief should affect your life choices or the way you live for it to be included in the definition. Religion and belief discrimination do not prevent the Club from carrying out activities related to religion and belief, but children and young people may withdraw from these activities.
- Sex – a man or a woman.
- Sexual orientation – A person’s sexual orientation towards the same sex (lesbian or gay), the opposite sex (heterosexual) or to both sexes (bisexual). Although children and young people may not identify as gay, lesbian or bisexual until later, promotion of sexual orientation equality is still relevant in the Club environment. For example, a child or young person may have an older sibling or parent who is gay. Children and young people may experience friends ‘coming out’ when they are older.

#### **‘Prohibited Conduct’ (acts that are unlawful)**

- Direct discrimination – less favourable treatment because of a protected characteristic.
- Indirect discrimination – a provision, criteria or practice that puts a person at a particular disadvantage and is not a proportionate means of achieving a legitimate aim.
- Harassment – conduct which has the purpose or effect of violating dignity or creating an intimidating, hostile, degrading, humiliating or offensive environment. It includes harassment by a third party e.g. customer or contractor in the employment context.
- Victimisation – subjecting a person to a detriment because of their involvement with proceedings (a complaint) brought in connection with this Act.
- Combined (dual) discrimination – discrimination because of two protected characteristics such as age and sex/gender.
- Discrimination arising from disability – treating someone unfavourably because of something connected with their disability (such as periods of absence from work or medical conditions) and failure to make reasonable adjustments.
- Gender reassignment – allows reasonable absence from work for the purpose of gender reassignment in line with normal provision such as sick leave.
- Pregnancy/maternity related discrimination – unfavourable treatment because of a person’s pregnancy or maternity. It includes unfavourable treatment of a woman because she is breastfeeding.
- Discrimination by association or perception – e.g. discriminating against someone because they “look gay” or because they have a gay brother, discriminating against someone because they care for a disabled relative.

## **Reasonable Adjustments and Access Plans**

As a club we:

- Take reasonable steps to avoid disadvantage caused by a provision, criteria or practice or a physical feature that puts a disabled person at a substantial disadvantage compared to a non-disabled person. This includes removing or avoiding a physical feature.
- Take reasonable steps to provide auxiliary aids/services.
- Where possible provide information in an accessible format.
- Develop and implement Access Plans which will improve access to activities, improve the physical environment, improve the provision of information.

## **Responsibilities**

TRUSTEES:

- Ensure the Club complies with equality legislation.
- Ensure that the policy and its procedures are implemented by the General Manager.
- Ensure all other Club policies promote equality.

GENERAL MANAGER:

- Implement the policy and its related procedures.
- Make all staff aware of their responsibilities and provide training as appropriate to enable them to deliver this policy.
- Take appropriate action in any case of actual or potential discrimination.

ALL STAFF:

- Enact this policy, it's commitments and procedures, and their responsibilities associated with this policy.
- Deal with bullying and discriminatory incidents and know how to identify and challenge prejudice and stereotyping.
- Promote equality and good relations and not discriminate on any grounds.
- Attend such training and information opportunities as necessary to enact this policy and keep up to date with equality legislation.

VISITORS:

- To be aware of and comply with the Club's Equality Policy.

**All staff and trustees will exercise their safeguarding responsibilities in relation to equity matters and ensure that any bullying or challenging of Human Rights is addressed immediately.**

**All staff and trustees will have access to training and a selection of resources which discuss and explain the concepts of equality, diversity and cohesion.**

## **Communication and Promoting this Policy**

All staff and trustees are made aware of this policy and any subsequent updates or amendments. A copy will be displayed on the Club website and made available to any parent/carer on request.

### **Practice**

Our admissions and allocations arrangements are fair, transparent and regularly reviewed. Information of children and young people's gender, ethnic origin, home language, religion or belief, physical and emotional needs and diet is collected to enable the Club to meet the needs of all users.

The Board of Trustees consider equity issues in all areas of strategic planning, monitoring and evaluation. When the Board approves policies, all policies shall be checked to ensure they do not have potential to disadvantage people because of a protected characteristic, and advance equality and foster good relations wherever possible.

Staff will receive continuing professional development through training and practice to ensure that everyone understands and implements all aspect of the Equality Policy. They will understand that it is their responsibility and duty of care to challenge prejudice and discriminatory behaviours.

All children and young people will be encouraged to participate in all Club activities. Activities may be modified and/or differentiated to enable the child or young person to better access it due to any specific need they may have. Tolerance and understanding are embedded within our wide and varied programme.

In planning the activities, account will be taken of the needs of the children and young people. For reasons of health and safety and management it may be necessary to restrict the activity to certain age groups and/or a specific number of children/young people. Reasonable adjustments will be made so that as many children/young people can successfully participate.

Diversity monitoring information is collected via application forms. The Club is aware of its legal duties in relation to asking job applicants questions about disability and health insofar that it can only do this to make reasonable adjustments or for diversity monitoring.

The Club has a range of policies in place that underpin the ethos of this policy.

All Trustees are eligible to hold posts of responsibility e.g. Chair of Trustees and annual elections are held for these posts. The Board of Trustees meetings are arranged and timed to enable full participation.

All parents/carers shall have equal opportunities to, and are encouraged to, become involved in the life of the Club by being able to become a Trustee subject to there being a vacancy participating in fundraising activities, attending events etc. As appropriate we draw upon and involve the experience and expertise of parents/carers and members of the community in the life of Club from all backgrounds and abilities.

As far as practicable and appropriate we may provide information for specific parents/carers in a format alternative to that normally used to take into account their specific needs and thereby enable them to access the information. We promote equal opportunities for parents/carers to meet staff informally at the beginning and end of Clubs and formally with an arranged meeting if required.

Reviewed November 2019, Approved by Trustees 5.12.19

Next review November 2021