



Equality, Diversity and Inclusion policy

The Park Community Centre is committed to encouraging equality, diversity and inclusion among our volunteers, and eliminating unlawful discrimination.

The aim is for our volunteers to be truly representative of all sections of society and our customers, and for each volunteer to feel respected and able to give their best.

The organisation - in providing goods and/or services and/or facilities - is also committed against unlawful discrimination of customers or the public.

Our policy's purpose

This policy's purpose is to:

1. Provide equality, fairness and respect for all who use the centre and volunteer.
2. 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

sexual orientation

3. **Oppose and avoid all forms of unlawful discrimination. This includes in:**

pay and benefits

terms and conditions of using the centre and volunteers

dealing with grievances and discipline

dismissal

redundancy

leave for parents

requests for flexible working

selection for employment, promotion, training or other developmental opportunities

Our commitments

The organisation commits to:

1. Encourage equality, diversity and inclusion in the community centre as they are good practice.
2. Create an environment free of bullying, harassment, victimisation and unlawful discrimination, promoting dignity and respect for all, and where individual differences and the contributions of all are recognised and valued.

This commitment includes training volunteers and trustees about their rights and responsibilities under the equality, diversity and inclusion policy. Responsibilities include volunteers and trustees conducting themselves to help the organisation provide equal opportunities in employment, and prevent bullying, harassment, victimisation and unlawful discrimination.

All volunteers and trustees should understand they, as well as their charity, can be held liable for acts of bullying, harassment, victimisation and unlawful discrimination, in the course of their volunteering, against fellow volunteers, customers, suppliers and the public.

3. Take seriously complaints of bullying, harassment, victimisation and unlawful discrimination by fellow volunteers, customers, suppliers, visitors, the public and any others in the course of the organisation's charity work activities.

Such acts will be dealt with as misconduct under the charity'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.

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.

4. Make opportunities for training, development and progress available to all volunteers, 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 charity.

5. Make decisions concerning volunteers being based on merit (apart from in any necessary and limited exemptions and exceptions allowed under the Equality Act).

6. Review policy, practices and procedures when necessary to ensure fairness, and also update them and the policy to take account of changes in the law.

7. Monitor the make-up of the volunteers 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.

Agreement to follow this policy

The equality, diversity and inclusion policy is fully supported by the charity and Trustees

Our disciplinary and grievance procedures

Details of the charities disciplinary policies and procedures can be found in the centre. This includes with whom a volunteer should raise a grievance – usually their line manager.

This information is also available online at the website www.parkcommunitycentre.com