



EQUAL OPPORTUNITIES POLICY

**Reviewed annually by Senior Management
Last reviewed August 2023**

Signed _____

A handwritten signature in dark blue ink, appearing to be 'JO'Connor', written over a horizontal line.

Jason O'Connor (Managing Director)

OUR AIMS

- Our aim is to equip children with an awareness of our diverse society and to appreciate the value of difference. This will be achieved by adherence to the following principles:
- Discrimination on the basis of colour, culture, origin, sex or ability or disability is not acceptable.
- The primary objective of our sports sessions are to educate, develop and prepare all our pupils for life whatever their colour, culture, origin, sex or ability or disability.
- Coaches will further this objective by contributing towards a happy and caring environment and by showing respect for, and appreciation of, one another as individuals.

MANAGING EQUALITY IN PRACTICE

1. Admission

Elms Sport in Schools do not permit sex, race, colour or disability to be used as criteria for registration.

2. Registration

Children's names will be accurately recorded and correctly pronounced. All children will be encouraged to accept and respect names from other cultures.

3. Discrimination

All forms of discrimination by any person within our sports sessions will be treated seriously as such behaviour is unacceptable. Racist symbols, badges and insignia on clothing and equipment are absolutely forbidden. Coaches should be aware of possible cultural assumptions and bias within their own attitudes. In all staff appointments the best candidate will be appointed based on strict professional criteria. Parents should be aware of The Elms Sport in Schools commitment to equal opportunities.

4. Language

The Elms Sport in Schools view linguistic diversity positively. Pupils and staff must feel that their natural language is valued.

Employment

The Elms Sport In Schools (ESS) is committed to encouraging equality, diversity and inclusion among our workforce, and eliminating unlawful discrimination.

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

ESS is also committed against unlawful discrimination of students, teachers and parents.

Our Policy's Purpose

This policy's purpose is to:

1. Provide equality, fairness and respect for all in our employment, whether temporary, part-time or full-time.
2. Not unlawfully discriminate because of the Equality Act 2010 protected characteristics of:
 - age
 - disability
 - gender reassignment
 - marriage or 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 employment
 - 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

ESS commits to:

1. Encourage equality, diversity and inclusion in the workplace as they are good practice and make business sense
2. Create a working 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.

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

All staff should understand they, as well as their employer, can be held liable for acts of bullying, harassment, victimisation and unlawful discrimination, in the course of their employment, against fellow employees,

customers, suppliers and the public

3. Take seriously complaints of bullying, harassment, victimisation and unlawful discrimination by fellow employees, 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 ESS 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 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 ESS.
5. Make decisions concerning staff being based on merit (apart from in any necessary and limited exemptions and exceptions allowed under the Equality Act).
6. Review employment 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 workforce 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 senior management.

Our disciplinary and grievance procedures

Any issue should be raised to a member of management. This includes;

- Managing Director
- Operations
- Senior Management

If the accusation is against a member of management you should have confidence that your grievance will be investigated first off by another member of management before being escalated.

Use of the organisation's grievance 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.