



EQUAL OPPORTUNITIES POLICY

(Charity registration number 1161323)

Implemented: **April 2017**

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1. General Statement of policy

Sport in Mind believes that an equal opportunities approach must be embedded in the culture of the organisation. It is what we do and how we do it that defines where we stand in relation to equal opportunities

We believe that there are always new perspectives on discrimination to be explored, new forms of oppression to be challenged and new ways of combating them. To meet these challenges we aim to develop a learning organisation where people feel free to raise issues of equality. Training and learning from each other is highly valued. Monitoring and evaluation are prized tools and freedom to admit mistakes and celebrate successes is of central importance to Sport in Mind.

Unfair discrimination in our society takes many forms. It may be direct and based on overt prejudice. It may be indirect and based on lack of awareness and understanding. It may be ingrained in the operational culture of organisations, in the sense that the McPherson Report defined institutional racism.

Sport in Mind is fundamentally opposed to all these types of discrimination and seeks to ensure that in all its activities it does not take place against individuals or groups for any of the following reasons:

- gender*
- age*
- social and economic class
- employment status
- HIV status
- physical or mental disability*
- political belief
- religion or belief*
- gender reassignment*
- race*, colour, nationality or national origin
- marital or parental status*
- sexual orientation*
- unrelated criminal conviction
- position as a carer
- status as a refugee/asylum seeker
- pregnancy and maternity*

Sport in Mind recognises the additional legal status of the protected characteristics contained within the Equality Act 2010 – marked with an *.

Sport in Mind also recognises and seeks to ensure that trustees, employees, volunteers and members are not discriminated against or suffer harassment because of an association with another individual who has a protected characteristic or because they are perceived to have a protected characteristic.

Political beliefs which, in themselves, promote prejudice and discrimination are not tolerated by Sport in Mind. The relevance of unspent criminal convictions is determined at the discretion of the Board of Trustees.

Sport in Mind's commitment to oppose discrimination and promote equality of access to members an obligation on all personnel. It is the aim of Sport in Mind to create a welcoming and safe working environment for staff, volunteers and trustees from diverse communities and to acknowledge the benefits of diversity.

It is understood that people have different levels of awareness with regard to equal opportunities and need opportunities to learn. Nevertheless, any behaviour that is seen as oppressive or discriminatory by trustees or management will be considered a serious breach of this policy.

Sport in Mind will take positive action to challenge disadvantage and discrimination and to promote diversity and full access to opportunity in all areas of its work and structures. By 'positive action' we mean measures undertaken with the purpose of achieving full access to opportunity for people and groups that face the consequences of past or present discrimination or disadvantage.

2. Delivery of service to users

In order to ensure that discrimination in delivery of services does not take place, Sport in Mind will:

(i) treat everyone who has contact with the organisation for whatever reason with dignity and respect.

(ii) plan the delivery of services in a way that will not negatively affect how users access our services.

(iii) not permit discriminatory items to appear on our website

(iv) seek to ensure that Sport in Mind's meetings, literature, website, publicity and all other forms of communication are accessible to the widest possible range of individuals and communities.

3. The use venues

Sport in Mind will ensure that all visitors to our activities and events are not discriminated against, harassed or victimised against.

When selecting venues for activities and events Sport in Mind will consider the following and make reasonable adjustments:

- how people attend
- how they enter
- how they find their way around
- signage
- accessibility of sessions and toilet facilities
- how information is provided

4. Recruitment & selection of Sport in Mind's personnel

(i) The trustees will seek to ensure that the composition of the Board, its sub-committees, staff and volunteers, reflects that of the local community. This is vital if the voice of excluded communities is to be heard within the organisation.

(ii) Applicants for employment and voluntary work by Sport in Mind will be given a copy of the Equal Opportunities Policy.

5. Protection for employees, volunteers and partners

(i) Sport in Mind will not tolerate its staff, volunteers or partners to be subjected to harassment by another staff member or any third party whether they are members or other partners, and will monitor policy and staff feedback to minimise the risk and take action should an incident occur.

(ii) Any member of staff who feels they have been subjected to harassment should raise the matter through the grievance process.

(iii) Employees will not be subjected to a detriment, such as being denied a training opportunity because he or she made a complaint or raised a grievance under the Equality Act 2010 or because he or she is suspected of doing so, or being about to do so.

(iv) Sport in Mind considers harassment to be a disciplinary offence.

6. Monitoring and evaluation

(i) Sport in Mind's Board of Trustees has responsibility for reviewing the effectiveness of the agency in promoting equal opportunities and the procedures (outside the scope of this document) for addressing non compliance with the commitments of the general policy statement and equality legislation.

(ii) The Management and Review Sub Committee has the delegated responsibility for reviewing and updating this policy document. This shall happen at least every three years.

(iii) The trustees have been delegated responsibility for devising and implementing monitoring and evaluation exercises which, amongst other things, address the effectiveness of Sport in Mind as an accessible and inclusive organisation. The committee will request an Annual Equality Audit to review:

- the characteristics represented within our staff, volunteers and trustees
- the accessibility of the services we provide
- any reasonable adjustments that have been made or not made during the year
- any relevant legislative changes that have occurred during the year.