

<b>EQUAL OPPORTUNITIES POLICY</b>	
<b>This is an O’Neill/Ross Policy</b>	
<b>Authors</b>	<b>Harry Ross</b>
<b>Date approved by SMT</b>	<b>May 2015</b>
<b>Version</b>	<b>1</b>

## 1. PURPOSE AND OBJECTIVES

### 1.1 Purpose of Policy

O’Neill/Ross (ONR) is an organisation which strives to advance education for the public benefit through the promotion of the arts with particular but not exclusive reference to the performing arts.

ONR recognises that not all sections of society have equal power and influence in terms of employment, community participation, decision making or access to facilities, recreation and their environment.

The purpose of this document is to confirm ONR’s commitment to preventing discrimination and providing equal opportunities in all of its activities. ONR strives to ensure that inequality is addressed in a positive way in all its work. To enable this, an Equal Opportunities Policy has been developed. The policy will be monitored continuously, assessed annually and will be reviewed one year after agreement and then every three years. The Implementation and effectiveness of the policy will be monitored and assessed annually.

### 1.2 Objectives of Policy

The legal requirements of equal opportunities are covered by:-

- the Disabled persons Act (1958 and 1994)
- the Disability Discrimination Act 1995 (Amendment) Regulations 2005
- Human Rights Act 1998
- the Equal Pay Act 1970 (Amendment) Regulations 2004
- the Rehabilitation of Offenders Act (1974)
- the Sex Discrimination Act (1975 and 1986) as amended

- Sex Discrimination (Gender Assignment) Regulations 1999
- the Race Relations Act (1976) (Amendment) Act 2000
- the Race Relations Act (1976) (Amendment) Regulations 2003
- Employment Act 2002
- Employment Equality (Religion or Belief) regulations 2003
- Employment Equality (sexual orientations) Regulations 2005
- Employment Equality (Sex Discrimination) Regulations 2005
- Employment Equality (Age) Regulations 2006 Amendment Regulations 2008
- the Asylum and Immigration Act 1996
- Civil Partnerships Act 2004
- as well as the European Commission's Equal Treatment Directive.

Following the above legislation, this policy aims to make sure that:-

1.2.1 Nobody suffers discrimination in a direct way. This means that no person should be treated less favourable because of their age, class, childcare or care responsibilities, colour, culture, disability, ethnic origins, gender, health status, marital status, nationality, race, religious belief, sexual orientation, trade union membership or being an ex-offender,

1.2.2 Nobody suffers any form of discrimination in an indirect way. That is where any conditions are imposed which have the effect of discriminating against any of the groups noted in the previous paragraph, whether this is intentional or not.

1.2.3 Nobody is victimised because they have made a complaint, or intend to make a complaint or supply evidence or information under the race or sexuality laws.

1.2.4 ONR supports the elimination of illegal discriminatory practices and the resistance of the effects of past discrimination.

## **2. STATEMENT**

ONR wholeheartedly supports the principles of equal opportunities and the benefits of diversity in employment, board membership and service provision and opposes all forms of unlawful or unfair discrimination.

ONR also recognises that in our society, groups and individuals have been, and continue to be, discriminated against on the basis of race, colour, national origins, culture, gender, marital status, disability, class, sexual orientation, age, trade union activities, and political or religious beliefs.

ONR is committed to counteracting this by the promotion of equality of opportunity in all its areas of work, including its services to clients, its practice as an employer and in the way it works with other organisations, statutory and voluntary.

ONR believes that no one should suffer less favourable treatment on the grounds of age, care responsibilities, childcare, class, disability, ethnic origin, gender, health status, nationality, race, religious belief, sexual orientation, being an ex-offender, or trade union membership.

### **3. AREAS COVERED**

ONR is committed to equal opportunities, which supports every area of its operation, it is included in all areas of policy thinking and decision making particularly:

#### **3.1 Employment**

ONR is an Equal Opportunities Employer and will ensure that no job applicant or employee receives less favourable treatment on the grounds of race, colour, national origins, culture, gender, marital status, disability, class, sexual orientation, age, trade union activities, or political or religious beliefs.

#### **3.2 Recruitment**

Recruitment is intended to ensure a wide response to employment vacancies and will be advertised through recognised recruitment sources e.g. newspapers, job centres and internally.

Each job advertised will have a job description and person specification which will list all essential requirements needed to undertake the duties required in the job description.

The selection process will be carried out according to the job-related criteria detailed in the person specification, and individuals will be assessed against these criteria on the basis of application forms, interview performance and any practical tests.

#### **3.3 Training**

ONR is committed to providing Training designed on the basis of need to allow people from different backgrounds to gain and develop life and career opportunities.

#### **3.4 Complaints**

Anyone who believes that they have not been treated fairly in accordance with the Equal Opportunities Policy may complain either formally or informally. There is no separate equal opportunities complaints procedure, but formal complaints may be made through the company's standard complaints procedure.

An individual who makes a complaint does not prejudice any statutory rights to complain to

the courts or an employment tribunal or to seek advice from the Commission for Racial Equality, the Disability rights Commission, the Equal Opportunities Commission or any other appropriate body.

### **3.4 Day to Day Running**

The principles of equal opportunities will be included in the day to day running of the organisation. Different cultural and religious backgrounds will be considered and people given respect and dignity.

## **4. IMPLEMENTATION AND RESPONSIBILITIES**

4.1 All staff, Committee members and volunteers have a responsibility to make sure that the policy is carried out effectively.

4.2 A member of the Management Committee will be responsible for ensuring the policy is monitored, reviewed and developed. The Management Committee will take the final decision if there is any dispute.

4.3 The Executive Director will be responsible for putting equal opportunities policy in place and giving reports to Management Committee.

4.4 The Artistic Director will be responsible for making sure that the terms relating to the artistic programme are followed.

## **5. COMMUNICATIONS**

All staff and freelance workers will be made aware of the policy via our website [www.intransitfestival.co.uk/policies](http://www.intransitfestival.co.uk/policies) (new website to be launched May 2017) on password protected pages. All staff and workers' contracts will include relevant clauses making it clear that discrimination, harassment and victimisation are disciplinary offences.

Equal Opportunities will be a standing agenda item for staff meetings.

## **6. MONITORING AND REVIEW**

### **6.1 Review**

The staff and committee should expect regular discussion and debate on the operation of this policy as part of their responsibilities. The policy will also be reviewed by the management committee one year after it is agreed. After three years of operation the policy will be fully reviewed and updated.

### **6.2 Monitoring**

Annual assessment and monitoring of the policy will be carried out to make sure that the objectives of the policy are being met, particular reference will be made to: the race, gender and physical ability of:-

- ONR management committee

- job applicants
- freelance artists, performers and facilitators

## 7. RESOURCES

The company will make sure that appropriate support is available to carry out this policy effectively.

This policy was created by Rosanna Lowton.

This policy has been approved and adopted by ONR management Committee:

Name: Harry Ross

Signed:

Date: 01/05/2015

It will next be reviewed on: 01/05/2017

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This policy has been approved and adopted by ONR management Committee:

Name: Harry Ross

Signed:

A handwritten signature in black ink, appearing to read 'Harry Ross', written over the 'Signed:' label.

Date: 31/05/2017

It will next be reviewed on: 31/05/2019