

## Equality & Diversity Policy

---

SNOOP is committed to encouraging equality and diversity among our workforce and our services and eliminating unlawful discrimination.

The aim is for our workforce to be representative of our society and our customers as far as is practicable and for each employee to feel respected and able to give their best. Our organisation – in providing services and/or facilities – is also committed against unlawful discrimination of customers or the public.

### **Purpose of this Policy:**

- To provide equality, fairness and respect for all in our employment, whether temporary, part-time or full-time or volunteering, and all who use SNOOP services and support
- To not unlawfully discriminate because of the Equality Act 2010 protected characteristics of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity/paternity, race (including colour, nationality and ethnic or national origin), religion or belief, gender and sexual orientation
- Oppose and avoid all forms of unlawful discrimination. This includes 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 organisation commits to:

- Encouraging equality and diversity in the workplace as they are good practice and make good business sense.
- Creating a working environment free of bullying, harassment, victimisation and unlawful discrimination, promoting dignity and respect for all, and where individual differences and the contribution of all staff are recognised and valued.

This commitment includes staff having access to training about their rights and responsibilities under the equality policy. Responsibilities include staff conducting themselves in a way to help the organisation 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.

- Taking 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 the organisations' grievance and / or disciplinary procedures, and any 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 is 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.

- Making 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 of the organisation
- Decisions concerning staff being based on merit (apart from any necessary and limited exemptions and exceptions allowed under the Equality Act)
- Reviewing employment practices and procedures when necessary to ensure fairness, and also updating them and this policy to take account of changes in the law
- Monitoring the make-up of the workforce regarding information such as age, gender, ethnic background, sexual orientation, religion or belief, and disability in encouraging equality and diversity, and in meeting the aims and commitments set out in the equality and Diversity Policy. This policy will be reviewed annually, considering any actions needed to address any issues.

Details of the organisation's grievance and disciplinary policy and procedures can be found in the staff handbook.

### **People who access SNOOP services – Focus on children and young adults with disabilities and their parents and carers**

In addition to the above legal requirements with regard to equality and diversity in our organisation we believe that all children, young people and parents / carers are entitled to an environment free from harassment and discrimination as outlined above.

All children are treated as individuals with equal concern, in order that they should feel equally valued regardless of their needs or abilities or any of the protected characteristics as per the Equality Act 2010. Any publicity from SNOOP will promote positive images of people with SEND (special educational needs / disabilities).

All staff work to build each child's self esteem and learn respect for others by promoting the positive values through our commitment to the Fundamental British Values and through activities and resources. .

Our club is aware that some children have disabilities/additional needs and are proactive in ensuring that appropriate action can be taken when such a child is identified or admitted to the provision. We are committed to taking appropriate action to make sure that all children are able to access our services, made to feel welcome, and that our activities promote their welfare and development in partnership with parents/carers and other relevant parties.

SNOOP is committed to promoting the integration of all children with SEND and comply with the current Code of Practice on Special Educational Needs, the Special Educational Needs and Disability Act 2001, and the Disability Discrimination Act.

We also believe that children with disabilities/additional needs have a right to play, learn and be able to develop to their full potential alongside other children. SNOOP will do all it can to ensure children with disabilities/additional needs have access to the same facilities, activities and play opportunities as their peers. Everybody stands to gain if all children are allowed to share the same opportunities and are helped to overcome any disadvantages that they may face.

SNOOP will endeavour to challenge any offensive behaviour, language or attitudes with regards to race, ethnicity, nationality, class, religion, culture, gender, language, sexual orientation and disability towards staff, parents/carers, children and visitors.

Complaints and challenges regarding our anti bias practice will be seen as a positive part of the settings development towards being an equal opportunity setting.

We recognise that the active involvement of parents/carers in the development and monitoring of our Equality & Diversity policy is vital to its success as set out in the Partnership with Parents/Carers policy. As such, SNOOP will both welcome and encourage parents and carers to get involved and to comment on the effectiveness of its policies and procedures.

We will facilitate regular opportunities for consultation with parents/carers about the service that the club provides, as a means of monitoring the effectiveness of the Equality and Diversity policy.

September 2018

To be reviewed September 2019

Reviewed Post-Covid 2022

Reviewed September 2023