

Policy Statement

Our aim is for Broad Street Hall [BSH] to be truly representative of all sections of society, our service users, and for each person to feel respected and able to give their best.

Broad Street Hall [BSH] is committed to:

- Reflecting and responding to the diversity of the communities across Foleshill and Coventry.
- Providing and delivering accessible activities and services.
- Practising equal opportunities in all areas of its work
- Providing opportunities for all parts of the community to participate in the organisation's work and delivery of activities and services.
- Stopping unlawful discrimination of our hall users or the wider public.

BSH recognises that certain groups and individuals in society are discriminated against and opposes discrimination against people on any unjust grounds, including race, colour, nationality, religion, ethnic or national origin, age, gender, marital status, social class, sexual orientation, disability status and political leanings.

BSH will not accept any form of discrimination in its work with and on behalf of all people and aims to ensure that no-one connected to the organisation receives less favourable treatment than others.

BSH is particularly concerned with the well-being of people who feel disadvantaged and will strive to maintain their individual worth and dignity within BSH and within wider society.

Recruitment and Selection

BSH is an equal opportunity employer and will ensure that all job applicants receive fair treatment by the use of objective criteria to assess merit.

BSH aims to ensure that no job applicant or employee receives less favourable treatment on the grounds of 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 (gender) and sexual orientation.

Selection criteria and wider personnel procedures will be reviewed frequently to ensure that they are fair and adhere to this policy. BSH will ensure that individuals are selected, promoted, trained and treated on the basis of their relevant merits and abilities. All employees will be given equal opportunity for internal vacancies and where appropriate and possible, special training to enable them to progress both within and outside the organisation. BSH is committed to a programme of action to make this policy fully effective.

BSH gathers information about the diversity of the local community and uses this to design and evaluate progress in equal opportunities recruitment and selection.

People Management

Recruitment and selection data and workforce diversity data will be monitored and analysed from an equal opportunities perspective.

Work practices and conditions will address the needs of a diverse workforce. Areas for improvements will be identified and addressed through periodic evaluation of the impact of BSH's approaches to equal opportunities and diversity.

Volunteers

BSH believes that everyone has the right to volunteer on the same basis as other volunteers. Volunteers will be involved in BSH on a fair and non-discriminatory basis. BSH will pro-actively try and engage a diverse team of volunteers, whose personal qualities, skills and interests will be matched to appropriate roles within BSH.

Membership and Committee Structure

Membership of BSH is open to any individual who has an interest in the work of BSH as detailed in the Governing Document. Nominations for places on the Board of Trustees or the committee and sub-committees will be treated fairly, in line with procedures set out in the governing document. Appropriate induction and support will be provided to potential candidates, to achieve diversity in organisational and committee membership.

Access, Planning and Delivery of Services

Service delivery will be determined at any particular time by the availability of resources. Services will be geared to differing needs in Foleshill and across the city of Coventry and every prospective service user will receive equality of consideration. Where there is low participation in an appropriate service by a particular community, BSH will seek to identify barriers and address them.

BSH will take into account the differing needs of the service users/community in deciding the way in which services are to be provided in order to respond to and address sensitively those differing needs.

BSH will set clear guidelines to set out whom each service is for and how it can be

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accessed. The services and information about them will be available to any eligible person.

All service users will be made aware of their right to equality of consideration and of their right to complain through the complaints procedure. In addition to our commitment to understanding and working towards meeting needs of all potential users, we are committed to:

Consultation : There will be consultation with service users and, where appropriate, prospective service users to ensure that people participate in identifying needs, potential barriers and the subsequent planning and delivery of services to meet those needs.

Monitoring : Regular meetings will be held within projects/services to enable service users to comment on the services they are receiving and future planning.

Premises

BSH will make every effort to ensure its offices and buildings are accessible to people with disabilities, and, where possible, alterations will be made and equipment provided. When BSH is using external venues, it will always seek to use accessible venues and provide, or ensure that, appropriate transport is available.

Online Activities and Services

BSH understands that Web security and privacy technologies often block people with cognitive and/or physical disabilities who may not be able to –

- Discern the text they are required to enter and submit
- Recall text or instructions they have seen or heard
- Follow multi-step procedures

It is also understood that individuals with visually impaired problems, language barriers, dyslexia or other interpretation issues will struggle to read or discern words and colour combinations.

BSH will, as reasonably as possible, ensure its online presence is accessible to all and will consult regularly with its digital audience to ensure accessibility.

Publicity and Promotion

Methods, text and images used by BSH will adhere to the principles of the equal opportunities policy, using positive and inclusive messages.

Responsibilities

The Board of Trustees is responsible for ratifying and reviewing this policy and ensuring that staff and volunteers set up and follow procedures, and take action to implement the policy.

All staff, volunteers and users are responsible for behaving in accordance with this policy and other related documentation.

Resources will be provided to ensure all staff, volunteers and users are fully aware of this policy and related documentation, understand it and will be able to implement it.

Related Policies & Procedures

- Complaints Policy
- Disciplinary Procedure
- Grievance Policy
- Safeguarding Policy

Agreed on [*Date*].....

Signed.....

Name [*Print full name*].....

Position.....