

Truro Fencing Club Equality Policy

1. Statement of Intent

- 1.1 Truro Fencing Club ("TFC") is fully committed to the principles of equality of opportunity and is responsible for ensuring that no job applicant, TFC Employee, volunteer or member receives less favourable treatment on the grounds of age, gender, disability, race, ethnic origin, nationality, colour, parental or marital status, pregnancy, religious belief, class or social background, sexual orientation or political belief.
- 1.2 TFC recognises that we live in a diverse society and will be responsible for ensuring that there is open access to all those who wish to participate in all aspects of TFC Activities and that everyone is treated fairly.
- 1.3 TFC will encourage partner organisations, including member clubs, to adopt, apply and demonstrate their commitment to the principles of equality.

2. Purpose of this Equality Policy ("EP")

- 2.1 TFC recognises that individuals (and/or certain sections of the community) may have been affected by discrimination in the past and may have been denied the opportunity to participate equally and fully in our society as a whole.
- 2.2 This EP has been produced to prevent and tackle any discrimination, or other unfair treatment, whether intentional or unintentional, direct or indirect that may preclude some people from participating fully in TFC Activities.

3. Legal Requirements

- 3.1 TFC is required by law not to discriminate and recognises its legal obligations under, and will abide by the requirements of, the following:
- Disability Discrimination Act 1995;
 - Employment Equality (Age) Regulations 2006;
 - Employment Equality (Religion and Belief) Regulations 2003;
 - Employment Equality (Sexual Orientation) Regulations 2003;
 - Equal Pay Act 1970;
 - Equality Act 2006,

Gender Recognition Act 2004;

Human Rights Act 1998;

Race Relations Act 1976;

Rehabilitation of Offenders Act 1974; and

Sex Discrimination Act 1975;

including any equivalent legislation (as amended) in any UK jurisdiction, any later amendments to the above and to any equivalent legislation in any UK jurisdiction and any other existing or subsequent legislation that may be relevant to TFC.

3.2 TFC will seek relevant and appropriate advice each time this EP is reviewed to ensure it continues to reflect the current legal framework and good practice.

4. Discrimination, harassment and victimisation

TFC recognises the following:

4.1 Discrimination can take the following forms:

4.1.1 Direct Discrimination - treating someone less favourably than you would treat others in the same circumstances;

4.1.2 Indirect Discrimination - imposing requirements or conditions that appear to apply equally to all but which, in practice can disadvantage certain sections of the population. Such requirements or conditions are lawful only if they can be objectively justified;

4.1.3 Harassment - inappropriate actions, behaviour, comments or physical contact that is objectionable or causes offence to the recipient. Harassment is unlawful if directed towards people because of their sex, gender reassignment status, race, ethnic origin, nationality, age, sexual orientation, disability or religion or belief, or if the conduct is of a sexual nature. TFCF is committed to ensuring that TFC Employees, TFC members and volunteers are able to conduct their activities free from harassment or intimidation;

4.1.4 Bullying - a form of personal harassment. It is the misuse of power, or position, to persistently unjustifiably criticise, humiliate and/or undermine an

individual's confidence; and

4.1.5 Victimisation -when someone is treated less favourably than others

because it is known or suspected that he or she has taken action against TFC under the discrimination legislation (as previously outlined at 3.1 above) or provided information about discrimination, harassment or inappropriate behaviour.

4.2 TFC regards discrimination, harassment, bullying or victimisation, as described above, as serious misconduct. All complaints made under clause 7 below will be taken seriously and appropriate disciplinary action may be brought against any TFC Employee, volunteer or member who discriminates against, harasses, bullies or victimises any other person.

4.3 When any decision is made about any individual, the only personal characteristics that may be taken into account are those that are consistent with any relevant legislation and are relevant to the substance of the decision being made.

5. Responsibility, implementation and communication

5.1 The following responsibilities will apply:

5.1.1 The Committee is responsible for ensuring that this EP is implemented, followed and reviewed when appropriate. The Committee is also responsible for ensuring that this EP is enforced and any breaches are dealt with.

5.1.2 The Committee will appoint one of its members as the "Equality Champion". The Equality Champion will ensure that equality is included as an agenda item at Board meetings when appropriate and that the Board takes equality issues into consideration when making decisions.

5.1.3 The President has the overall responsibility for the implementation of this EP.

5.1.4 An TFC Officer has the day-to-day responsibility for the implementation of this EP and for achieving any equality related actions resulting from this.

5.1.5 All TFC Employees, volunteers and members have the responsibility to respect, follow and promote the spirit and intentions of this EP. TFC Employees' individual work programmes will be amended to include equality related tasks, where appropriate.

5.2 This EP will be implemented immediately following Committee approval.

Implementation requires the following actions:

5.2.1 EF will regularly review its employment practices to ensure their continuing compliance with the relevant legislation. All job packs sent out by TFC will contain at least the Policy Statement:

5.2.2 No job applicant will be placed at a disadvantage by requirements or conditions which are not necessary to the performance of the job or which constitute unfair discrimination: This provision will equally apply to any selection process for consultants, advisers and suppliers to TFC

5.2.3 Consultants and advisers (and where appropriate suppliers) to TFC will be required to abide by this EP. This EP will be referred to in any service level agreements or contracts issued by EF:

5.2.4 TFC will produce, maintain and monitor an action plan to ensure the objectives of this EP are consistently delivered throughout all areas of the organisation: and

5.2.5 TFC recognises that, in some cases, to further the principle of equality, unequal effort and resource may be required. If appropriate and proportionate, TFC will consider positive action or introduce special measures to assist any group which is currently under-represented in its membership, as TFC Employees, as volunteers or in TFC Activities.

5.3 This EP will be communicated in the following ways:

5.3.1 This EP will be part of any employee handbook (or equivalent paper or electronic document). This EP is for guidance only and will not form part of any contract of employment with any TFC Employee. Reference will be made

to this EP in any code of conduct.

5.3.2 This EP will be covered in all TFC Employee and volunteer inductions, with evidence that it has been read and understood by the individual receiving the training.

5.3.3 A copy of this EP will be publicly available on the TFC website and copies in other formats can be requested from TFC .

All members will be made aware of this EP's existence when they join.

A notice and explanation of any revisions to this EP will be published on TFC's website

5.3.4 Each time this EP is reviewed TFC Employees, members and volunteers will be consulted. Following the consultation process a notice of the changes being made will be publicly available and a direct communication will be sent to all those who contributed to the consultation process (subject to Data Protection provisions).

5.3.5 TFC will promote continuing personal development for all TFC Employees and volunteers to support equal opportunities within the organisation and, where appropriate provide specialist facilities, equipment or training.

6. Monitoring and Evaluation

6.1 This EP will remain in force until it is amended, replaced or withdrawn. A review of this EP will take place as and when required but not less than once every three years.

6.2 The equality action plan, created to ensure the intent of this EP is delivered, will be reviewed by the President and the TFC Committee member with the responsibility for its implementation regularly, but in any event not less than once every 12 months.

6.3 On an annual basis, statistical and, if appropriate qualitative, information will be produced by the responsible Committee member for the Committee, and will be published internally and externally, to show the impact of this EP.

7. Disciplinary and Grievance Procedures and other complaints

7.1 To safeguard individual rights under this EP, any TFC Employee, volunteer,

member or job applicant who believes they have suffered inequitable treatment within the scope of this EP, may raise the matter through the appropriate procedure.

7.2 Appropriate disciplinary action will be taken against any TFC Employee, volunteer or member who violates this EP.

7.3 An individual raising a grievance will not be penalised for doing so unless it is untrue and not made in good faith.

7.4 As with all grievance procedures, the final point of appeal relating to this EP is the Committee.

7.5 Non-employment related complaints regarding this EP should be addressed to the President of TFC .

"Equality Policy" or "EP" this equality policy, as amended from time to time;

"Policy Statement": "Truro Fencing Club is committed to providing equal opportunities for all and is committed to following best practice in the welfare of young people and vulnerable adults. For further information please visit www.trurofencing.co.uk