



Heathfield Swim School & Swim Stars South East

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## Heathfield Swim School and Swim Stars South East Equality, Diversity and Inclusion policy

Heathfield Swim School and Swim Stars South East are dedicated to promoting equality, diversity, and inclusion within our workforce and eliminating any form of unlawful discrimination. Our goal is to ensure that our workforce is genuinely representative of all segments of society and our customers, fostering an environment where every employee, contractor, or member feels respected and capable of delivering their best. The commitment to non-discrimination extends to our customers and the public in the provision of our services at our facilities.

### Our policy's purpose

1. Ensure equality, fairness, and respect for all employees, whether temporary, part-time, contracted, or full-time.
2. Avoid unlawful discrimination based on the protected characteristics outlined in the Equality Act 2010, including age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, and sexual orientation.
3. Oppose and prevent all forms of unlawful discrimination, encompassing pay and benefits, terms and conditions of employment, grievance and disciplinary processes, dismissal, redundancy, parental leave, requests for flexible working, and selection for employment, promotion, training, or other developmental opportunities.

### Our commitments: Heathfield Swim School and Swim Stars South East pledge to:

1. Encourage equality, diversity, and inclusion in the workplace as good practice and a sound business strategy.
2. Cultivate a working environment devoid of bullying, harassment, victimization, and unlawful discrimination, promoting dignity and respect for all, recognizing and valuing individual differences and contributions.



3. Provide training to all employees and contractors on their rights and responsibilities under the equality, diversity, and inclusion policy, holding them accountable for fostering equal opportunities, preventing bullying, harassment, victimization, and unlawful discrimination.

All staff/contractors acknowledge their potential liability for acts of discrimination during their employment.

1. Address complaints of bullying, harassment, victimization, and unlawful discrimination seriously, treating them as misconduct under the organization's grievance and disciplinary procedures, with appropriate action taken. Serious complaints may lead to dismissal without notice.
2. Offer training, development, and advancement opportunities to all staff, supporting them in realizing their full potential for the organization's enhanced efficiency.
3. Base staff decisions on merit, with exceptions only where necessary and limited under the Equality Act.
4. Regularly review employment practices and procedures to ensure fairness, updating them and the policy in alignment with changes in the law.
5. Monitor the workforce's composition in terms of age, sex, ethnic background, sexual orientation, religion or belief, and disability to encourage equality, diversity, and inclusion. Regularly assess the policy's effectiveness in practice, reviewing it annually, and addressing any identified issues.

**Agreement to follow this policy** - The Equality, Diversity, and Inclusion Policy receive full support from senior management at Heathfield Swim School and Swim Stars South East.

**Date for review: 19<sup>th</sup> January 2025**