

## **SUTTON COMMUNITY DANCE - EQUALITY, DIVERSITY AND INCLUSION POLICY**

Sutton Community Dance (SCD) exists to bring joy, increase wellbeing and community regeneration through dance. Intrinsic to SCD's vision and values is the deliberate focus on being as inclusive as possible in all activities, spaces, communications and relationships.

SCD will always actively identify and breakdown barriers that exist or develop over time such that would stop everyone having full access to SCD's programme and community.

### **1. POLICY SCOPE**

This policy applies to:

- 1.1 Everyone who works for Sutton Community Dance (SCD) including temporary, casual and permanent employees, volunteers, freelance workers (including examiners, teachers, tutors and pianists), project workers, trustees and / or contractors
- 1.2 Everyone who takes part in classes and other activities with SCD
- 1.3 Everyone who uses SCD's products and services; and
- 1.4 All visitors

### **2. POLICY STATEMENT**

- 2.1 SCD is committed to equality, diversity and inclusion in that respect, openness, recognition, and empowerment are all crucial to the organisation's published values.
- 2.2 SCD understands the importance of opening up the organisation to all sections of the community.
- 2.3 SCD is aware that it is not only illegal, but also immoral to discriminate in any of the ways listed below in point 2.4.
- 2.4 SCD ensures fairness, equality and professionalism in all its dealings and will not tolerate discrimination, harassment or victimisation on the basis of an individual's status or perceived status in any of the following respects, whether directly, indirectly or by association: age, disability, marriage and civil partnership, pregnancy and maternity, race (including ethnic origin, colour, nationality and national origin), religion or belief (including philosophical belief), gender or gender identity (including gender reassignment) or sexual orientation.
- 2.5 SCD aims to create an inclusive working and studying environment in which all people are treated fairly and with dignity and respect and in which they are able to give of their best, where there is no harassment, bullying or victimisation and all decisions are based entirely upon merit.

2.6 This policy does not form part of any employee's contract of employment and SCD may amend it at any time or depart from it where considered appropriate.

### **3. RESPONSIBILITIES**

The corporate and individual responsibilities under this policy are set out below.

#### **3.1 Corporate responsibilities**

- 3.1.1 SCD is responsible for ensuring that it meets its legal obligations in respect of legislation relating to equality. The Directors are responsible for the management of these obligations,
- 3.1.2 As a corporate entity SCD is responsible for putting into place procedures and for encouraging a working culture and environment that complies not only with SCD's published values, but also with its statutory, validation and accreditation obligations. In accordance with these responsibilities and in addition to establishing this policy, SCD will
  - 3.12.1 draw up an Equality, Diversity and Inclusion Strategy setting out the actions to be taken in respect of its obligations under current equality legislation
  - 3.12.2 include in the Equality, Diversity and Inclusion Strategy departmental action plans (which will identify a range of actions for implementation within a stated timeframe)
  - 3.12.3 have an associated Dignity and Respect Policy and procedure applicable to employees and students
  - 3.12.4 establish policies and procedures which comply with SCD's regulatory obligations as a recognised awarding organisation to the relevant examination and accreditation bodies.
  - 3.12.5 Ensure all such policies are written, abided by and communicated about in a way that is appropriate to any funders and regulators.

#### **3.2 Individual Responsibilities**

- 3.2.1 In order to ensure that this policy is put into practice, anyone who falls within the category of persons identified in point 1.1 above:
  - 3.2.1.1 should actively seek to promote equality of opportunity and strive to create an environment in which colleagues, students and examination candidates may work or perform without fear of reprisal or intimidation
  - 3.2.1.2 must not discriminate unfairly in the way that they provide or obtain services on behalf of SCD.

3.2.1.3 must not discriminate unfairly if involved in the recruitment, promotion and management of employees, the selection and supervision of students or the entry and assessment of examination candidates

3.2.1.4 must neither practice unfair discrimination or harassment nor encourage other employees or students to do so; and

3.2.1.5 must not victimise any person who has complained of harassment, unfair treatment or discrimination, or who has given information in connection with such a complaint.

#### **4. COMPLAINTS OF FAILURE TO ADHERE TO THE POLICY**

4.1 Complaints with regard to the failure of the SCD to comply with this policy will be treated seriously.

4.2 Employees should use SCD's Grievance procedure as set out in the Employee Handbook or the Dignity and Respect policy and procedure.

4.3 Anyone not falling within any of the descriptions in points above, including members of the public, should use the SCD Complaints Procedure available from the SCD website.

Updated: 1<sup>st</sup> December 2021

Next review: 1<sup>st</sup> March 2022

SCD is passionate about continually improving its practice and to ensure all policies are concise, clear and abided by.

Any questions about this or any other SCD policies should be directed to [info@scd.org.uk](mailto:info@scd.org.uk)

This and other SCD policies can be found on the SCD website [www.scd.org.uk](http://www.scd.org.uk)