

# Equality Policy

## POLICY STATEMENT

Team Endeavour Racing UK CIC recognises that discrimination and victimisation is unacceptable and that it is in the interests of the staff and beneficiaries to utilise the skills of the total team. It is the aim of the team to ensure that no team member receives less favourable facilities or treatment (either directly or indirectly) on grounds of age, disability, gender / gender reassignment, marriage / civil partnership, pregnancy / maternity, race, religion or belief, sex, or sexual orientation (the **protected characteristics**).

Our aim is that Team Endeavour Racing will be truly representative of all sections of society and each team member feels respected and able to give of their best.

We oppose all forms of unlawful and unfair discrimination or victimisation. To that end the purpose of this policy is to provide equality and fairness for all in our team.

All team members will be treated fairly and with respect. Selection for roles, training or any other benefit will be on the basis of aptitude and ability. All team members will be helped and encouraged to develop their full potential and the talents and resources of the team will be fully utilised to maximise the efficiency of the team.

Our team will not discriminate directly or indirectly, or harass anyone because of age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex, and sexual orientation in the provision of the teams services.

This policy and the associated arrangements shall operate in accordance with statutory requirements. In addition, full account will be taken of any guidance or Codes of Practice issued by the Equality and Human Rights Commission, any Government Departments, and any other statutory bodies.

## OUR COMMITMENT

- To create an environment in which individual differences and the contributions of all our team are recognised and valued.
- Every team member is entitled to an environment that promotes dignity and respect to all. No form of intimidation, bullying or harassment will be tolerated.
- Training, development and progression opportunities are available to all team members.
- To promote equality in the team which we believe is good practice and makes sound sense.
- We will review all our team practices and procedures to ensure fairness.
- Breaches of our equality policy will be regarded as misconduct and could lead to disciplinary proceedings.
- This policy is fully supported by senior management.
- The policy will be monitored and reviewed regularly.

## RESPONSIBILITIES OF MANAGEMENT

Responsibility for ensuring the effective implementation and operation of the arrangements will rest with the Directors who will ensure that they and the team operate within this policy and arrangements, and that all reasonable and practical steps are taken to avoid discrimination. Each manager will ensure that:

- all their team members are aware of the policy and the arrangements, and the reasons for the policy;
- grievances concerning discrimination are dealt with properly, fairly and as quickly as possible;
- proper records are maintained.

The Directors will be responsible for monitoring the operation of the policy in respect of team members.

### **RESPONSIBILITIES OF TEAM MEMBERS**

Responsibility for ensuring that there is no unlawful discrimination rests with all team members and the attitudes of team members are crucial to the successful operation of fair team practices. In particular, all members of the team should:

- comply with the policy and arrangements;
- not discriminate in their day to day activities or induce others to do so;
- not victimise, harass or intimidate other team members or groups who have, or are perceived to have one of the protected characteristics.
- ensure no individual is discriminated against or harassed because of their association with another individual who has a protected characteristic.
- inform one of the Directors if they become aware of any discriminatory practice.

### **THIRD PARTIES**

Third-party harassment occurs where a Team Endeavour Racing UK CIC team members is harassed, and the harassment is related to a protected characteristic, by third parties such as other teams or visitors. Team Endeavour Racing UK CIC will not tolerate such actions against its team, and the team member concerned should inform a Director at once that this has occurred. The Team will fully investigate and take all reasonable steps to ensure such harassment does not happen again.

### **RELATED POLICIES AND ARRANGEMENTS**

All team policies and arrangements have a bearing on equality of opportunity. The Team policies will be reviewed regularly, and any identified discriminatory elements removed.

### **RIGHTS OF DISABLED PEOPLE**

The Team attaches particular importance to the needs of disabled people.

Under the terms of this policy, team members are required to:

- make reasonable adjustment to maintain the services of a team member who becomes disabled, for example, training, provision of special equipment, reduced working hours. (
- include disabled people in training/development programmes;
- give full and proper consideration to disabled people who to join the team, having regard to making reasonable adjustments for their particular aptitudes and abilities to allow them to be able to do the role.

### **EQUALITY TRAINING**

A series of regular briefing sessions will be held for staff on equality issues. These will be repeated as necessary. Equality information is also included in induction programmes.

## **MONITORING**

The Team deems it appropriate to state its intention not to discriminate and assumes that this will be translated into practice consistently across the organisation as a whole. Accordingly, a monitoring system will be introduced to measure the effectiveness of the policy and arrangements.

The system will involve the routine collection and analysis of information on employees by gender, marital status, ethnic origin, sexual orientation, religion / beliefs, grade and length of service in current grade. Information regarding the number of staff who declare themselves as disabled will also be maintained.

We will maintain information on staff who have been involved in certain key policies: Disciplinary, Grievance and Bullying & Harassment.

Where appropriate **equality impact assessments** will be carried out on the results of monitoring to ascertain the effect of the Teams policies and our services may have on those who experience them.

The information collected for monitoring purposes will be treated as confidential and it will not be used for any other purpose.

If monitoring shows that the Team, or areas within it, are not representative, or that sections of our team are not progressing properly within the Team, then an action plan will be developed to address these issues. This will include a review of recruitment and selection procedures.

## **GRIEVANCES/DISCIPLINE**

Team Members have a right to pursue a complaint concerning discrimination or victimisation via the Team Grievance or Harassment Procedures.

Discrimination and victimisation will be treated as disciplinary offences and they will be dealt with under the Team Disciplinary Procedure.

## **REVIEW**

The effectiveness of this policy and associated arrangements will be reviewed annually under the direct supervision of the Director.