



Football Family Ltd: Equality and Diversity Policy

Document Type	Revision No	Date Created	Approved By
Policy	001	26.08.19	T.Wiles

Positional Statement

The Football Family are committed to the promotion and advocacy of equality throughout the organisation, including organisational culture. Football Family have a diverse workforce that also promotes a positive, 'can-do' attitude in all learners, employees and volunteers, regardless of their background or protected characteristics.

The Football Family work with a diverse range of individuals from learners, through to staff and volunteers and prides itself on providing the very best in education and training services to all.

Scope of Policy

This policy is extended to learners, staff, volunteers and all other representatives of the Football Family (in any capacity). Any and all representatives must always familiarise themselves with and adhere to this Policy (and relating policies), failure to do so could lead to disciplinary or legal proceedings (see responsibilities and disciplinary procedures).

Learners

Learners will be made aware and ensure a comprehensive understanding is obtained (to the best of their varying abilities) of the Equality and Diversity policy, the concept of discrimination and what they should do if they feel discriminated against or witness another learner being discriminated against. It is important to note however, that the individual educational and cognitive abilities of the Football Family learners vary greatly, and that extra effort will be made to ensure that all learners understand to an acceptable level within the remit of their own capacity.

Staff & Volunteers

All staff and volunteers will be made aware of the Equality and Diversity Policy and will always be expected to promote and adhere to it. All staff and volunteers will be given the relevant training and guidance to be able to support and advise learners on subjects relating to equality and discrimination, and each staff member and volunteer will be made aware of the appropriate channels in which to report any concerns they may have.

Visitors

Prior to and upon their first visit, all visitors will be made aware of our policies and the expectation of them to familiarise and adhere to these policies.

Objectives

This Policy and its contents align with the purpose and principle outlined in the Equality Act (2010). As such, this Policy aims to set out the guideline to ensure all learners, staff, volunteers and visitors are protected against discrimination and unfair / unlawful treatment based on any recognised protected characteristic.

This Policy will highlight the need for adequate training and guidance within the Football Family organisation, to ensure all staff, learners and volunteers maintain a consistent level of cultural acceptance and diversity.

This Policy will investigate and highlight recognised protected characteristics, it will outline discrimination to provide a deeper understanding, it will discuss the role of equality in employment and it will also define the responsibilities of all staff, learners and volunteers, and the disciplinary procedures that may occur if an individual is found in breach of this Policy.

Protected Characteristics

The Equality Act (2010) outlines 9 protected characteristics that legally protects all individuals who identify with them.

The 9 recognised protected characteristics of the Equality Act (2010) are:

- Age
- Disability
- Sex
- Sexual orientation
- Race

- Religion or belief
- Gender reassignment
- Marriage or civil partnership
- Pregnancy and maternity

Discrimination

Discrimination of any person on the basis of their protected characteristic will be **NOT** be tolerated. This includes both *direct* and *indirect* discrimination.

Equal Opportunities & Employment

The Football Family are committed the equal treatment of all its staff, learners and volunteers at every stage of their application and journey. This section highlights the steps taken to mitigate against any direct or indirect discrimination of a person at any stage, based on their identified protected characteristic. It is important to note however, that any potential or alleged protected characteristic can only be recognised once it has been identified and disclosed by the individual.

Recruitment

The recruitment process for both staff and volunteers is fair and unbiased. Our procedures ensure that all applications are treated fairly and that no candidate is rejected based on their formally identified / disclosed protected characteristic.

To enable this, all recruitment procedures will ensure that the applicants (for each job description) are only assessed against the same relevant, non-discriminatory criteria. Providing requirements are voiced prior to the interview stage, The Football Family will take reasonable steps to ensure any adjustments (such as wheelchair access or interpreters) are sought.

Employment

All employees and volunteers will be treated fairly and equally, regardless of their individual protected characteristic. They will also be given additional training (post on-boarding) if management see fit, or if the individual requests it, to ensure the employee or visitor is fully equipped with the relevant knowledge and training to fully adhere to all aspects of this Policy, and to maintain and promote equality and diversity within the Football Family culture.

In addition to this, the Football Family will:

- Ensure all employees of the same level, or that are similarly qualified, have equal access / opportunity to training and progression.
- Make all necessary reasonable adjustments in the workplace to accommodate physically challenged /disabled employees and volunteers.
- Advertise all job roles internally and externally to ensure all applicants within the qualifying criteria can apply.
- Ensure religious holiday leave is treated equally, particularly with regards to employees of various religions.

Responsibilities & Disciplinary Procedures

All staff, learners and volunteers will be made aware of this Policy and the expectations upon them to adhere to it.

Staff

All staff members and volunteers will be expected to read and demonstrate their understanding of this Policy, along with the fundamental points. It is the responsibility of all staff members to ensure that learners and visitors have an appropriate level of understanding of equality and diversity and can also demonstrate a working knowledge of discrimination and the 9 protected characteristics.

Equality and Diversity Policy 2019

Any staff member or volunteer who fails to comply with this Policy or breaches this Policy will be subject to disciplinary proceedings and in more serious cases, legal proceedings. Details of the Football Family disciplinary procedures can be found in staff member handbooks / welcome packs or alternatively, details can be made upon request.

Learners

All learners will be made aware of this Policy and staff will ensure that all learners understand it to their own capabilities. It is the responsibility of the learner to conduct themselves in a manner that does not breach this Policy, in or outside of the Football Family organisation. Any learner found to be in breach of this Policy will be subject to disciplinary proceedings and in more serious cases, legal proceedings.

In the case of learners with SEND requirements, their carer's, guardians or social workers will also be made aware of this Policy and the learner's requirement to comply.

Visitors

Visitors will be made aware of this Policy and will be expected to conduct themselves in a manner that adheres to this Policy and its contents. Any visitor found to be acting in a discriminatory way towards staff, learners or volunteers will be asked to leave the premises with immediate effect.

Policy Reviews

This Policy will be renewed annually.

For further information or to discuss any concerns regarding this, or any of our other Policies and Procedures,

please contact: tom.wiles@footballfamily.org.uk