



Equality and Diversity Policy

Heathfield Swim School / Swim Stars South East

Policy Written: 17th September 2024
Policy Review Date: 17th September 2025

Heathfield Swim School / Swim Stars South East Equality and Inclusion Policy for Swimming Lessons.

1. Policy Objectives

- 1.1.** Heathfield Swim School and Swim Stars South East are committed to treating everyone equally in our swimming lessons. We aim to create an inclusive environment where no one is discriminated against because of their age, disability, gender identity, marital status, pregnancy, race, religion, gender, or sexual orientation.
- 1.2.** We want everyone to have the opportunity to join and excel in our swimming programmes, regardless of their background or personal circumstances.
- 1.3.** We promote a culture of fairness, respect, and transparency, and we value openness and trust in everything we do.
- 1.4.** Everyone involved—staff, volunteers, clients, members, suppliers, and contractors—is expected to support and advance this Equality Policy. We also encourage our partners to follow these principles.

2. Purpose of the Policy

- 2.1.** This policy aims to prevent and address any form of discrimination or unfair treatment in our swimming lessons. We want to make sure that all participants have equal chances to take part and succeed.

2.2. We recognise that different people have different needs and will provide various opportunities to help everyone access and benefit from our swimming lessons.

2.3. We are committed to offering a range of options to support everyone's participation and development in swimming.

2.4. We understand the diversity of our society and will work to ensure that everyone has equal opportunities, regardless of their background or characteristics.

2.5. Internally, we are dedicated to eliminating unlawful discrimination and valuing the diversity of our team. This policy also supports our commitment to dignity in the workplace.

3. Legal Requirements

3.1. We comply with the Equality Act 2010 and other relevant laws to avoid unlawful discrimination.

3.2. We will review this policy regularly to ensure it stays up-to-date with legal requirements and best practices.

3.3. We do not tolerate discrimination, harassment, bullying, or victimization. This includes:

- **Direct Discrimination:** Treating someone worse because of their personal characteristics.
- **Indirect Discrimination:** Rules or practices that seem fair but disadvantage some people, unless justified.
- **Harassment:** Unwanted behaviour related to personal characteristics that creates a hostile environment.
- **Bullying:** Persistent criticism or humiliation that undermines someone's confidence.
- **Victimisation:** Treating someone poorly because they have complained about discrimination or supported someone who has.

3.4. Discrimination, harassment, bullying, or victimisation is serious misconduct, and we will take appropriate actions, including disciplinary measures, against those responsible.

3.5. We are committed to making reasonable adjustments for people with disabilities, including changes to physical features or processes that might make it difficult for them to participate.

3.6. We will consider and accommodate reasonable requests for adjustments to help disabled participants fully engage in our swimming lessons.

Private and Confidential

Copyright Heathfield Swim School / Swim Stars South East 2024

4. Responsibilities, Implementation, and Communication

4.1. Responsibilities:

- Our management team is responsible for implementing, enforcing, and reviewing this policy.
- An Equality Officer will oversee the day-to-day implementation and work with staff to ensure compliance.
- Equality and inclusion goals will be part of staff performance evaluations.

4.2. Implementation:

- We will communicate our commitment to diversity and dignity in the workplace.
- All job recruitment materials will include an equality statement.
- We will ensure that our service providers and contractors follow this policy.

4.3. Communication:

- It will be available on our website and in other accessible formats.
- We will provide ongoing training on equality and respect.

5. Monitoring and Evaluation

5.1. We will review this policy at least every three years to ensure it remains effective and relevant.

5.2. The Equality Action Plan will be reviewed regularly, and progress will be reported annually to our management team. Reports will be shared both internally and externally as appropriate.

6. Complaints Procedures

6.1. Anyone who feels they have been treated unfairly can file a complaint through our procedures. The Equality Officer can help identify the right process.

6.2. Complaints will be taken seriously, and appropriate action will be taken against anyone who violates this policy.

By following this Equality and Inclusion Policy, Heathfield Swim School and Swim Stars South East aim to ensure that everyone can enjoy and succeed in our swimming lessons.