



Serving young people and the community

**Patron: The Duke of Richmond and Gordon**

## **Diversity, Equality and Inclusion Policy**

### **TRUSTEE RESPONSIBLE:**

Chair of Trustees – Michael Turner

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### **Policy Statement**

Chichester Boys Club (CBC) was founded in 1923 and its main aim then was to keep boys off the streets and get them involved in positive pastimes.

The club has changed over the years and became a club for boys and girls in the 1980's, and a youth and community centre in 2010 working with some of the most vulnerable in the community, including adults as well as young people.

Since its inception CBC has provided support, help, advice, and guidance, raising the profile of vulnerable people in our community, sharing good practice and providing positive activities for them in the community.

CBC expects all trustees, staff, and volunteers to have positive attitudes towards and positive relationships with all vulnerable people and colleagues.

Trustees, staff and volunteers are expected to adhere to the "Diversity, Equality and Inclusion Policy", which in summary means:

- Creating a fairer society where all can participate and can fulfil their potential; this is equality in practice
- Recognising and treating all as individuals by placing a positive value on their diversity in our organisation and the wider community
- Where all are embraced irrespective of race, gender, disability, medical or other need, culture, age, religion, and sexual orientation. This is inclusion in practice which is about giving equal access and opportunities and getting rid of discrimination and intolerance.

Our activities create an environment where people can become voluntarily involved in informal activities. Many people who work in the club have taken part in comprehensive training programmes that enable them to support people. Our work involving young people, whilst predominantly club based, takes part in a variety of settings. This gives a platform from which other work can take place.

Where young people are concerned, our ethos is that young people are voluntarily engaged in our work and access our programme through being youth club or group members. We strive to involve the young person in the decision-making processes where possible and encourage member groups to enable young people to play a key role in their organisation so that it is focused on their needs. The need to be anti-discriminatory and promote equality of opportunity is central to our work.

### **Operating the policy**

CBC is committed to the provision of equal access for all to the full range of its activities. We will seek to meet the diverse needs of all relevant to the communities of which they are

members. We are fully committed to equal opportunity, respect for diversity, freedom of expression for all, and the need to challenge any form of discrimination.

CBC values diversity and is committed to ensuring that diversity is reflected strongly within our trustees, employee, and volunteer structures. This includes a commitment to keep our practices under review, leading to action where necessary, in order to attract trustees, staff and volunteers from all sections of the community.

This Policy reflects both the aims of CBC and the spirit and intentions of legislation which outlaws discrimination. CBC recognises that people from different backgrounds can bring fresh ideas and skills. We value diversity and welcome interest from all sections of the community, and it is committed to building and reinforcing a culture where people value each other and treat each other with dignity and respect.

CBC will not discriminate or treat any individual less favourably on the grounds of sex, marital status, race, colour, nationality, ethnic origin, faith, religion, disability, age, or sexual orientation.

As an employer of paid staff and an organisation made up of trustees and volunteers, CBC aims to ensure that no individual receives less favourable treatment on the grounds of sex, marital status, race, colour, nationality, ethnic origin, disability, age or sexual orientation. Entry to employment and promotion or change of post for paid staff, or the equivalent for Trustees and volunteers, within CBC is determined by personal merit and ability relevant to the aims of the organisation.

To implement this policy, we will take reasonable steps to:

- Efficiently communicate the policy to all our workers.
- Make all employees involved in recruitment aware of their responsibilities.
- Design advertisements and recruitment drives to effectively apply this policy; and
- Carry out appropriate monitoring of job applicants and, where appropriate, our workforce to assess how effective this policy is.

### **Responsibilities**

The trustees have overall responsibility for implementing and monitoring the effectiveness of this policy. They also have a fundamental role in promoting the equality of opportunity across the organisation.

CBC is committed to keeping requirements and practices under review and to act where necessary to facilitate the recruitment, involvement and development of paid staff, Trustees, and volunteers from all sections of the community. It welcomes difference and recognises that action may be needed to give everyone a chance to contribute on equal terms within the aims of the organisation.

It is the responsibility of every individual, both staff and volunteer, to eliminate discrimination by ensuring the practical application of the diversity, equality and inclusion policy and reporting incidents of discrimination to an appropriate senior person.

All allegations of discrimination will be treated seriously. Any discrimination is totally unacceptable to CBC and anyone found to be discriminating would face disciplinary action. Sexual and racial harassment are forms of discrimination on the grounds of a person's sex or race. This and any other harassment is totally unacceptable to CBC and any such behaviour is considered a disciplinary offence. All allegations of harassment are treated seriously, and all practicable steps taken to prevent the behaviour continuing.

### **Working with member youth organisations**

Where young people are concerned, CBC provides opportunities for them to increase how involved they want to be. From building the initial relationship where young people attend events for the first time through to regular attendance at clubs and activities taking a full and active role in programmes. CBC aims to increase a young person's involvement to full participation where their skills in peer support, planning, delivering, and reviewing activities are recognised. We support young leaders by recognising their achievements through training in line with their duties.

CBC understands that young people will have a wide range of aims and targeted audiences. We expect that all staff will operate a policy which recognises equality and does not discriminate on the grounds of sex, marital status, race, colour, nationality, ethnic origin, disability, age or sexual orientation EXCEPT where the group has an expressed aim to combat disadvantage on any of these grounds.

CBC will bar from membership any person that fails to operate an appropriate policy for diversity, equality, and inclusion.

### **Recruitment and Selection**

The processes of recruitment and selection are important to the application of our equal opportunities policy. The recruitment process will be conducted in such a way as to result in the selection of the most suitable person for the job in terms of relevant experience, abilities, and qualifications. CBC is committed to applying its equal opportunities policy statement at all stages of recruitment and selection.

Job descriptions, where used, will be written to ensure that they are in line with our equal opportunities policy. Job requirements will be reflected accurately in any personnel specifications.

We will implement a consistent, non-discriminatory approach to the advertising of vacancies. We will not confine our recruitment to areas or media sources which provide only, or mainly, applicants of a specific group.

All applicants who apply for employment with us will receive fair treatment and will be considered solely on their ability to do the job.

Selection decisions will not be influenced by any perceived prejudices of other staff.

Policy Date: 4 December 2024

Review Date: December 2025

Signed:

A handwritten signature in black ink, appearing to be 'M. J. ...', written over a horizontal line.