



DUNLOP & DISTRICT Community Company

EQUAL OPPORTUNITIES POLICY

The Company wholeheartedly supports the principle of equal opportunities and it is the policy of the Company to treat all volunteers and employees in the same way, regardless of their race, colour, ethnic or national origin, religion, disability, sex, marital status, personal beliefs, sexual preference or age.

The Company is opposed to, and will seek to eliminate all forms of unlawful and unnecessary discrimination, and will comply fully with the provisions of the key Equal Opportunities legislation and the recommendations of Associated Codes of Practice. Every member of the Company board has personal responsibility for the implementation of this policy and the Company will ensure that all Directors are made aware of their obligations in law in respect of Equal Opportunities.

The policy applies to all individuals acting on behalf of the Company, whether full time, part time, temporary, sessional, seasonal, voluntary or contract employees, and to all Board members. This policy applies not only at Dunlop Village Hall but includes any situation where an individual is representing the Company, and includes any events organised by the Company. This policy also applies to all calls for volunteers, to any advertisements for employment opportunities, and to all appointments made by the Company.

In upholding this policy, it is each individual's obligation to be sensitive about the impact that s/he has on others and behave in a way that supports this policy when dealing with everyone that s/he comes into contact with as part of his/her activity on behalf of the Company.

This policy will be issued to all volunteers and employees. The Company will explain this policy to all concerned and will issue a copy to all new volunteers and staff at their induction.

The Company will operate within an environment where all users of Company facilities and services and all volunteers and staff feel able to raise grievances and no individual will be penalised for raising such a grievance unless it is made in bad faith.

Individuals must not instruct or aid someone to carry out an act of discrimination, harassment or victimisation or condone discrimination, harassment or victimisation by others. Any incidents identified or brought to your attention must be reported to the Chair of the Company Board.

The Trust will take steps to ensure that agencies and contractors who work on its premises are made aware of its policies and comply with them.

The Company recognises that promoting equal opportunities is an on-going commitment and therefore this policy and all systems and procedures associated with it will be subject to regular monitoring and review to ensure that it is fully effective in reflecting the population of the community in Dunlop and District.