



EQUALITY & DIVERSITY POLICY

Statement of Commitment

The Holt Community Centre is committed to promoting equality, diversity, and inclusion. We aim to provide a welcoming, safe, and inclusive environment for everyone who uses or works in the Centre.

We will treat all people with dignity and respect and will not tolerate discrimination, harassment, or victimisation.

Legal Framework

This policy is written in accordance with the Equality Act 2010, which protects individuals from discrimination based on the following protected characteristics:

- Age
 - Disability
 - Gender reassignment
 - Marriage and civil partnership
 - Pregnancy and maternity
 - Race (including colour, nationality, ethnic or national origin)
 - Religion or belief
 - Sex
 - Sexual orientation
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Scope

- Staff and volunteers
- Trustees and management committee members
- Service users and visitors
- Hirers and external groups using the Centre

Our Commitments

The Holt Community Centre will:

- Promote equal access to facilities and services
- Make reasonable adjustments to improve accessibility
- Challenge discrimination, prejudice, and unfair treatment
- Ensure policies and procedures are fair and inclusive
- Provide a safe space free from bullying and harassment

Discrimination, Harassment & Victimisation

The Centre will not tolerate:

- Direct or indirect discrimination
- Harassment, including unwanted behaviour related to a protected characteristic
- Victimisation of anyone who raises a concern or complaint

Any such behaviour may result in removal from the premises or termination of bookings.



Responsibilities

Management Committee

- Has overall responsibility for implementing this policy
- Will review the policy regularly

Staff & Volunteers

- Must treat all individuals fairly and respectfully
- Must challenge or report inappropriate behaviour

Hirers & Users

- Must comply with this policy while using the Centre
- Are responsible for the conduct of their participants

Accessibility & Inclusion

The Holt Community Centre will, where reasonably practicable:

- Provide accessible entrances and facilities
- Offer clear signage and information
- Consider individual needs when planning activities
- Work with users to identify reasonable adjustments

Recruitment & Volunteering

Where staff or volunteers are recruited:

- Selection will be based on skills and suitability
- No discrimination will take place
- Equal opportunities will be promoted



Complaints & Reporting Concerns

Any person who feels they have been treated unfairly or discriminated against may raise a concern through:

- The Centre's Complaints Procedure
- A member of staff, volunteer, or trustee

All complaints will be taken seriously and handled confidentially.

Breaches of the Policy

Breaches of this policy may result in:

- Investigation by the Management Committee
 - Withdrawal of permission to use the Centre
 - Termination of hire agreements
 - Further action where appropriate
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Review

This policy will be:

- Reviewed annually
 - Updated in line with legal or operational changes
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Approval

This Equality & Diversity Policy is approved by the Management Committee of The Holt Community Centre.

Date approved: _____

Review date: _____

Signed (Chair / Authorised Person): _____