

Friends of Skelmanthorpe Textile Heritage Centre

Equal Opportunities Policy

This policy applies to all Trustees, volunteers, management committee members, users and the general public.

Commitment

Equality and diversity are central to the work of the "Friends".

The "Friends" will treat all people with dignity and respect, valuing the diversity of all. It will promote equality of opportunity and diversity. It will eliminate all forms of discrimination on grounds of race, gender, marital status, caring responsibilities, disability, gender re-assignment, age, social class, sexual orientation, religion/ belief, irrelevant offending background or any other factor irrelevant to the purpose in view. For this policy to be successful, it is essential that everyone is committed to and involved in its delivery.

Objectives

The "Friends" objective is to realise its standards by:

Regularly evaluating and continually improving its operations to ensure equality and diversity principles and best practice are embedded in our performance to meet the needs of individuals and groups;

Working together with the community to provide accessible and relevant facilities that responds to users' needs;

Ensuring volunteers and trustees are representative of the community served;

Responding to volunteer's needs and encouraging their development to increase their contribution to effective delivery;

Recognising and valuing the differences and individual contribution that all people make to the "Friends";

Responsibility for Implementation

This policy covers the behaviour of all people volunteering with the "Friends" or using the facilities and sets out the way they can expect to be treated in turn by the "Friends". The overall responsibility for ensuring adherence to and implementation of this policy lies with the Trustees, and the management committee.

Method of Implementation

Ensuring that Trustees, Management committee, volunteers and users are made aware, understand, agree with, and are willing to implement, this policy. A copy of this policy is available on-line and new volunteers will be made aware of the policy and those without access will be given a copy as part of their induction;

Challenging Discriminatory Behaviour

Should anyone feel that discriminatory behaviour has taken place then the issue should be reported to a trustee at the earliest opportunity, if it is not appropriate to bring the matter up at the time with the person involved.

Making a Complaint

If you feel that equal opportunities have not been met by any of our operations. In the first instance notify the volunteers present at the time. If this is not practicable then pass your complaint to any trustee. In particular David Collins. Contact details are on our website. Any issues will be dealt with by the trustees in a special meeting and a response will be issued in 28 days. You may appeal within a further 28 days from

receipt of our response. If this does not resolve the issue then you can seek advice from the Equal Opportunities Commission.

Management Committee

At present the management committee consists of 3 individuals therefore diversity is limited, although at least one is disabled. In future with a wider membership more diversity may be possible.

Training

If anyone feels that they require specific training in equal opportunities then the trustees will use their existing expertise to hopefully meet this need. If this doesn't prove possible we will contact our friends in local councils or the education sector to obtain guidance as to the way forward. As we have very limited funds it may be necessary to attempt to obtain external funds to achieve the object.

Monitoring and Reviewing

The "Friends" have declared commitment to establishing, developing, implementing and reviewing a policy of equality of opportunity. Effective record keeping and monitoring, and acting on information gathered, are essential in order to measure effectiveness and plan progress. The ongoing information gathered, are essential in order to measure effectiveness and plan progress. The management committee will review the policy annually.

03/09/16