

Equality, Diversity & Inclusion Policy for VOCAWAVES

VOCAWAVES is committed to encouraging equality, diversity and inclusion among our committee and volunteers, and eliminating unlawful discrimination. The aim is for our volunteers to be truly representative of all sections of society and the public we work with, and for each volunteer to feel respected and able to give their best. The organisation is also committed against unlawful discrimination of attendees or the public.

This document outlines VOCAWAVES' commitment to equality. These guidelines are based on the following principles:

- Provide equality, fairness, and respect for all our volunteers, whether associate, committee or temporary.
- Not lawfully discriminate because of the Equality Act 2010 protected characteristics of age, disability, gender reassignment, marriage, and civil partnership, pregnancy and maternity, race (including colour, nationality, and ethnic or national origin,) religion or belief, sex, or sexual orientation
- Oppose and avoid all forms of unlawful discrimination. This includes in terms and conditions of volunteering, dealing with grievances and discipline, dismissal, leave for parents and selection for promotional, training, or other developmental opportunities.

VOCAWAVES will:

- Encourage equality, diversity, and inclusion in volunteering as they are good practice and make sense
- Create an environment free of bullying, harassment, victimisation, and unlawful discrimination, promoting dignity and respect for all, and where individual differences and the contributions of all volunteers and the committee are recognised and valued. All staff will be informed that both they and VOCAWAVES can be held liable for acts of bullying, harassment, victimisation, and unlawful discrimination, during their membership, against fellow volunteers and the public.
- Take seriously complaints of bullying, harassment, victimisation, and unlawful discrimination by fellow volunteers and the public and any others during VOCAWAVES' work activities.
- Make opportunities for training, development, and progress available to all staff, who will be helped and encouraged to develop their full potential, so their talents and resources can be fully utilised to maximise the effect of VOCAWAVES' goals.

- Make decisions concerning staff being based on merit (apart from in any necessary and limited exemptions and exceptions allowed under the Equality Act).
- Review policies, procedures, and strategies where necessary to ensure fairness, and update them and the policy to take account of changes in the law.
- Monitor the make-up of the volunteers regarding information such as age, sex, ethnic background, sexual orientation, religion or belief, and disability in encouraging equality, diversity, and inclusion, and in meeting the aims and commitments set out in the equality, diversity, and inclusion policy.

Review

This Policy and these Procedures will be regularly reviewed:

- In accordance with changes in legislation and guidance on the Equality Act or relevant legislation or following any changes within VOCAWAVES.
- Following any issues or concerns raised about the equality within VOCAWAVES
- In all other circumstances, at least every Annual General Meeting (AGM).

Document updated and effective as of 13/09/2023