

## Cosmopolitan Players

### EQUALITY & DIVERSITY POLICY

#### POLICY STATEMENT

1. Cosmopolitan Players recognises that discrimination and victimisation is unacceptable. It is the aim of the Society to ensure that no member receives less favourable treatment (either directly or indirectly) on grounds of age, disability, gender / gender reassignment, marriage / civil partnership, pregnancy / maternity, race, religion or belief, sex, or sexual orientation (the **protected characteristics**).
2. We oppose all forms of unlawful and unfair discrimination or victimisation. To that end the purpose of this policy is to provide equality and fairness for all in our membership.
3. All members will be treated fairly and with respect. Selection for membership will be on the basis of aptitude and ability. All members will be helped and encouraged to develop their full potential and the talents and resources of the membership will be fully utilised to maximise the efficiency of the Society.
4. The Society will not discriminate directly or indirectly, against members of our audiences because of age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex, and sexual orientation in the provision of the Society's productions..
5. This policy and the associated arrangements shall operate in accordance with statutory requirements. In addition, full account will be taken of any guidance or Codes of Practice issued by the Equality and Human Rights Commission, any Government Departments, and any other statutory bodies.

#### OUR COMMITMENT

- To create an environment in which individual differences and the contributions of all our members are recognised and valued.
- Every member is entitled to an environment that promotes dignity and respect to all. No form of intimidation, bullying or harassment will be tolerated.
- We will review all our practices and procedures to ensure fairness.
- Breaches of our equality policy will be regarded as misconduct and could lead to withdrawal of membership
- The policy will be monitored and reviewed annually

#### RESPONSIBILITIES OF THE COMMITTEE

Responsibility for ensuring the effective implementation and operation of the arrangements will rest with the Chairman of Cosmopolitan Players. The Committee will ensure that they and all members operate within this policy and arrangements, and that all reasonable and practical steps are taken to avoid discrimination. The Committee will ensure that:

- all members are aware of the policy and the arrangements, and the reasons for the policy;
- grievances concerning discrimination are dealt with properly, fairly and as quickly as possible;
- proper records are maintained.

The Committee will be responsible for monitoring the operation of the policy in respect of members..

#### RESPONSIBILITIES OF MEMBERS

Responsibility for ensuring that there is no unlawful discrimination rests with all members and the attitudes of members are crucial to the successful operation of this policy. In particular, all members should:

- comply with the policy and arrangements;
- not discriminate or induce others to do so;
- not victimise, harass or intimidate other members who have, or are perceived to have one of the, protected characteristics.
- ensure no individual is discriminated against or harassed because of their association with another individual who has a protected characteristic.
- inform a member of the Committee if they become aware of any discriminatory practice.

### **THIRD PARTIES**

Third-party harassment occurs where a member is harassed, and the harassment is related to a protected characteristic, by third parties such as audience members. Cosmopolitan Players will not tolerate such actions against its members, and the member concerned should inform any member of the Committee at once that this has occurred. Cosmopolitan Players will fully investigate and take all reasonable steps to ensure such harassment does not happen again.

### **RIGHTS OF DISABLED PEOPLE**

The Society attaches particular importance to the needs of disabled people.

Under the terms of this policy, the Committee are required to:

- make reasonable adjustment to maintain the services of a member who becomes disabled;
- include disabled people in all activities;
- give full and proper consideration to disabled people who apply for membership, having regard to making reasonable adjustments for their particular aptitudes and abilities to allow them to be able to do the job.

### **MONITORING**

- The Society deems it appropriate to state its intention not to discriminate and assumes that this will be translated into practice consistently across the organisation as a whole. Accordingly, a monitoring system will be introduced to measure the effectiveness of the policy and arrangements.
- The system will involve the routine collection and analysis of information on members by gender, marital status, ethnic origin, sexual orientation, religion / beliefs. Information regarding the number of members who declare themselves as disabled will also be maintained.
- The information collected for monitoring purposes will be treated as confidential and it will not be used for any other purpose.

### **GRIEVANCES/DISCIPLINE**

Members have a right to pursue a complaint concerning discrimination or victimisation via the Society's Grievance or Harassment Procedures.

Discrimination and victimisation will be treated under the Company Disciplinary Procedure.

### **REVIEW**

The effectiveness of this policy and associated arrangements will be reviewed annually under the direct supervision of the Chairman.

Chairman's Signature: \_\_\_\_\_

Adopted on: \_\_\_\_\_

Reviewed date: \_\_\_\_\_