[](https://www.catisfieldmemorialhall.co.uk/)

Equality & Diversity Policy

# Provision of Services

The Management Committee will provide services to user groups and members of the public by providing access to the Hall’s facilities and grounds. The Management Committee is therefore responsible for fulfilling legal duties under the Equality Act 2010. As important is the ethos of the Management Committee in making the facilities available for all existing and potential users.

# People protected by this Policy

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In accordance with the Equality Act 2010, no person may be discriminated against (treated less favourably than others), harassed or victimised due to their protected characteristic (age, disability, gender, gender reassignment, marital or civil partnership status, pregnancy or maternity, race, religion or faith, sexual orientation). However, the Management Committee seeks to go beyond its legal duties and be inclusive and welcoming to any person wanting to use the facilities in accordance with standard terms of hire.

# Adjustments

The Management Committee has undertaken reasonable steps to adjust its facilities and operation to accommodate the needs of disabled people and others by providing:

* Disabled parking spaces
* An accessible toilet
* Access throughout the building and into the building
* High contrast décor, fixtures and fittings.

# User Groups and Contractors

The Management Committee requires all user groups to apply this equality and diversity policy to their individual users and members. Contractors (such as those undertaking cleaning and gardening roles plus others) must apply this policy to their employees when working at the Hall and require those employees to also comply with this policy.

# Individual Responsibilities

The Management Committee expects everyone using its facilities to treat others with respect, courtesy and dignity offering assistance where needed and fostering an environment of welcome and inclusivity.

# Employment

The Management Committee has no paid employees, but some individuals undertake voluntary roles as Trustees and Officers including Secretary and Treasurer. In addition, there are positions attached to the Hall held by self-employed individuals i.e. Booking Secretary and Cleaner. All these individuals have the protection described above and reasonable adjustments will be made to accommodate their needs to enable them to discharge their duties.

# Complaints

The Management Committee has a separate Complaints Procedure which should be used if any part of this policy has been breached.

# Change Record

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| **Date of Change:** | **Changed By:** | **Comments:** |
| 1 Aug 2017 | PMB |  |
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