

South Harford & Tuckswood Community Association

Equal Opportunities Policy

Statement of Intent

1. The aim of this policy is to ensure that no group, individual, Centre user, job applicant, or employee is directly or indirectly discriminated against or harassed on the grounds of age, gender, disability, ethnic origin, religious beliefs, language, socio-economic circumstances, political opinion, health or marital status. Similarly, to ensure no-one is disadvantaged with regard to employment, volunteering or use of Centre facilities, programmes or services by conditions or requirements that cannot be shown to be fully justified.
2. All members of South Harford & Tuckswood Community Association (SH&TCA) user groups, hirers and users of Harford Community Centre will be made aware of this policy and must comply and implement it.
3. SH&TCA will challenge discrimination and promote positive attitudes to equality to benefit all users at Harford Community Centre.

Code of Practice

Individuals, Groups and Centre Users

1. Harford Community Centre is open to everyone.
2. Any activity run at the Centre by either SH&TCA or a user group must not discriminate against anyone.
3. New users of the Centre are made aware of the Equal Opportunities Policy.
4. Any discriminatory language, behaviour or remarks by any Centre users are unacceptable in Harford Community Centre and will be challenged. Our response will aim to demonstrate support for the victim(s), and to help those responsible to understand and overcome their prejudices.
5. SH&TCA will support people who feel they have been harassed or discriminated against, and will not victimise or treat them less well because they have raised this.
6. SH&TCA will consider all requests to hire the Centre equally and without discrimination.

7. Any group or individual who feels that this policy has not been upheld can make a complaint. This will be addressed by the SH&TCA Committee. The Committee will investigate the complaint, listening to all groups, volunteers, staff and individuals affected or involved.
8. The Committee may take the decision to exclude a person or group from using Harford Community Centre due to discriminatory or harassing behaviour or practices.

The Community Association

1. SH&TCA will make every effort to ensure that the time, place and conduct of Committee meetings are not prohibitive to individuals or user groups.
2. SH&TCA will welcome all candidates to stand for the Committee and officer positions. Elections will be held in line with the constitution of SH&TCA.
3. SH&TCA aims to ensure that any volunteers or paid employees are recruited, selected and trained on the basis of skill requirements for the role only.
4. Any paid vacancies will be advertised as widely as the budget allows. Application forms and interviews will not include questions which potentially discriminate. At interview, all candidates will be asked the same questions, and members of the selection group will not introduce nor use any personal knowledge of candidates acquired outside the selection process.

This policy will be reviewed every two years.

Date agreed: 20th November 2023

Signature (Chair):

Signature (Secretary):

Date of review: November 2025