

# Sevenoaks Swimming Club

Founded 1915

Affiliated to: ASA South East Region, Kent County ASA, RLSS

## Equity Policy

Sevenoaks Swimming Club (the 'Club') has an ongoing commitment to treating people fairly. No member, volunteer, job applicant or employee will receive less favourable treatment on the grounds of age, colour, disability, ethnic minority, parental or marital status, nationality, religious belief, social status or sexual preference, or will be disadvantaged by conditions or requirements that cannot be shown to be relevant to performance.

The Club will:

1. Adopt a planned approach to eliminating barriers that discriminate against particular groups.
2. Give clear guidance to individuals working within the Club as employees or volunteers, on the commitment to equal opportunities.
3. Recognise its legal obligations under:
  - Equal Pay Act (1970)
  - Rehabilitation of Offenders Act (1974)
  - Sex Discrimination Act (1975)
  - Race Relations Act (1976)
  - Disability Discrimination Act (1995)
4. Continuously monitor and review its selection criteria and procedures in relation to participation and employment, to ensure that all individuals are selected, promoted and treated solely on the basis of merits and abilities that are appropriate to the position.
5. Promote personal development for all members, volunteers and employees, to support their progress within the Club and, where appropriate and practicable, provide specialised facilities, equipment and individual training.
6. Fulfil its social responsibility towards its members, volunteers and employees and the community within which it operates, ensuring that appropriate support is given during times of personal difficulties.

*Direct discrimination* is defined as treating a person less favourably than others are or would be treated in the same or similar circumstances.

*Indirect discrimination* occurs when a requirement or condition is applied which, whether intentional or not, adversely affects a considerably larger proportion of people of one race, sex or marital status than another and cannot be justified on grounds other than race, sex or marital status.

*Harassment* is defined as inappropriate actions, behaviour, comments or physical contact that is objectionable or causes offence to the recipient. It may be of a sexual or racial nature or it may be directed towards

people because of their age, their sexuality, a disability or some other characteristic.

The Club regards discrimination and harassment as described above as gross misconduct and any members, volunteers and employees who discriminate against any other person will be liable to appropriate disciplinary action.

*Victimisation* occurs when someone is treated less favourably than others because he or she has taken action against the Club under one of the relevant Acts (as previously outlined) or provided information about such discrimination.

### Implementation

1. A copy of this document will be available to all members, volunteers and employees.
2. All employees and volunteers have responsibilities to respect, act in accordance with and thereby support and promote the spirit and intentions of this policy.
3. The Club will take measures to ensure that its employment practices are non-discriminatory. No job applicant will be placed at a disadvantage by requirements or conditions which are not necessary to the performance of the job or which constitute unfair discrimination.
4. A planned approach will be adopted to eliminate barriers that discriminate against particular groups wherever feasible.
5. The Club will ensure that its consultants and advisers can demonstrate their commitment to equity principles and practice.

### Positive action

The Club may take positive action or introduce special measures for any group that is currently under-represented in its participating groups, volunteer base or workforce.

### Monitoring and evaluation

1. The Club Committee will regularly monitor and evaluate the policy, practices, procedures and operations on an ongoing basis and will inform members, volunteers and employees of their impact.
2. The Club Committee has overall responsibility for the implementation of the equity policy
3. The Club Committee is responsible for ensuring that this equity policy is followed and for dealing with any actual or potential breaches.