**Wembdon Village Hall Trust**

**Equal Opportunities Policy**

**Principles**

Wembdon Village Hall Trust recognises that everyone has a contribution to make to our society and a right to equal treatment. We aim to ensure that no job applicant, committee member, volunteer, organization or individual to whom we provide services, will be discriminated against by us on any unfair grounds whatsoever.

We aim to foster awareness of prejudices in all who work for and with the Wembdon Village Hall Trust, and we aim to encourage the removal of such prejudices.

We also aim to ensure that committee members, volunteers and staff working with individuals and with organisations for which the Wembdon Village Hall Trust provides services do not suffer discrimination, and where this occurs, the Wembdon Village Hall Trust commits itself to taking positive action against such discrimination.

**Policy statement**

Our general policy is

1. To address positively opportunities for full participation within the organisation
2. To adopt an effective system to monitor its practice with regard to ensuring equality of opportunity
3. To promote good practice with regard to equality of opportunity for organisations and

individuals involved in the work of the Wembdon Village Hall Trust.

In particular the Wembdon Village Hall Trust will:

1. work to ensure that all its services are provided in a way which promotes awareness of the rights and needs of people from minority groups and enables all people to have access to those services
2. work to ensure that all Wembdon Village Hall Trust terms and conditions of employment and volunteering reflect a range of needs and interests which encompass people who may otherwise be disadvantaged.

The policy of The Wembdon Village Hall Trust is to ensure that no person receives less favourable consideration than others in the selection and appointment of staff or in the recruitment of volunteers.

**Recruitment and promotion practices**

The Wembdon Village Hall Trust will ensure equality of opportunity for all job applicants and volunteers; it will ensure that:

1. application forms are continually reviewed to ensure structure and content are not open to discrimination
2. when recruiting the Wembdon Village Hall Trust will develop personnel specifications which recognises the importance only of relevant experience or qualifications
3. acceptance of the Wembdon Village Hall Trust Equal Opportunities Policy is a condition of employment.

**Service provision**

The Wembdon Village Hall Trust will take positive action to ensure its services to, and contacts with, other groups and individuals reflect this Equal Opportunities Policy. This will be effected by:

1. consulting with groups and individuals with special requirements to identify how the Trust’s services may be improved to meet their needs
2. ensuring that all individuals who represent the Trust are aware of, understand and operate this Equal Opportunities Policy.

**Employer’s responsibilities**

The Wembdon Village Hall Trust:

* Is responsible for the implementation and monitoring of the Equal Opportunities Policy

1. will ensure that all individuals within the Village Hall organisation, whether paid or unpaid, clearly understand and practise the principles contained in this Policy
2. will not victimise anyone who has provided information about discrimination

It shall be the responsibility of Marilyn Tyrrell to be fully up to date with developments or difficulties relating to the implementation of this Policy.

**Employee’s / Users responsibilities**

All employees, volunteers of the Wembdon Village Hall Trust and users of its services:

1. will be required to co-operate with measures introduced by the Committee to ensure and promote equal opportunities
2. will neither practice any form of discrimination nor use discriminatory language

1. will draw to the attention of the Committee any suspected acts of discrimination
2. will not victimise anyone who has provided information about discrimination.

**Review**

Policy Number EO 2

This Policy will be reviewed annually.

Next review due May 2024

Wembdon Village Hall Trust charity number: 1156463