



EQUALITY & DIVERSITY POLICY FOR BAR 'N' BUS

Equality and diversity should always be taken into account in regards to the young people that we engage as well as all people with whom we come into contact. We will try and ensure that everyone is treated equally and fairly:

- Diversity amongst young people engaging in our activities will be valued. Differences and individual skills will be promoted and utilised
- The same opportunities for involvement will be provided for every young person
- The differing needs of young people will be taken into account when booking venues and arranging the dates and times for sessions/meetings
- Sessions/meetings will be arranged so that as many people as possible have the opportunity to attend and to gain access to activities.

Involving and representing the community

- Bar 'n' Bus will actively seek to increase engagement in order to represent an accurate cross-section of the community, including hard to reach groups and those who are under-represented
- Bar 'n' Bus will attempt to increase involvement and representation by advertising sessions/meetings in a wide variety of locations for example, libraries, shops, schools, community and health centres, places of worship, and colleges
- Publicity and advertising, where possible and appropriate, will be made available in a variety of different formats and languages to include the whole community
- Bar 'n' Bus where possible will seek to assist minority and hard to reach groups by identifying their needs in the community and establishing links with other organisations.

Conduct during activities, sessions and meetings

- Bar 'n' Bus will not tolerate any discriminatory or offensive behaviour
- Bar 'n' Bus will not tolerate racist, sexist or discriminatory remarks (relating to age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation) during any sessions/meetings.

Recruitment and selection of staff and volunteers, and conditions of employment

- Bar 'n' Bus aims to provide equal opportunities for our employees, job applicants, and helpers/volunteers
- Bar 'n' Bus recognises the benefits of drawing on the skills of individuals from a wide range of backgrounds who will all play their part in making the charity successful
- Bar 'n' Bus will aim to ensure that job applicants will not receive less favourable treatment on the grounds of age, disability, gender reassignment, marriage or civil partnership, pregnancy and maternity, race including ethnic or national origin,

colour and nationality, religion or belief, sex and sexual orientation or any other factor that is irrelevant to the selection process.

Training, development and supervision

- Training to raise awareness of equality and diversity issues will be offered to all members of the organisers/committee, staff, helpers/volunteers
- The best efforts will be made to ensure young people are aware of their rights and responsibilities under the Equality and Diversity Policy.

Unacceptable behaviour

- Young people and our staff have a responsibility to report all incidents of harassment or discrimination to the committee/organiser
- Incidents of discrimination or harassment will be treated seriously and dealt with fairly
- Adequate systems or procedures will be put in place to deal with any form of harassment, unfair discrimination, incidents or complaints. See our Disciplinary and Grievance Policy for Paid Staff (Employees) for further information.

Implementing and following the policy

- Bar 'n' Bus trustees, staff and volunteers will strive to become an example of equal opportunities by adhering to all responsibilities as outlined in the Equality and Diversity Policy
- The implementation and effectiveness of the Equality and Diversity Policy will be monitored and reviewed on an annual basis.

Sign Off on Policy

Name:

Position:

Signed:

Dated:

This policy was last reviewed on:

..... (Date)

..... (Name & Position)

For further information, please follow the link to the [Home Office's Guidance Publications on the Equality Act](#).