

The Spark Arts for Children

Equal Opportunities and Diversity Policy



1. Principles

The Spark Arts for Children is committed to promoting equality and diversity and promoting a culture that actively values difference and recognises that people from different backgrounds and experiences can bring valuable insights to the workplace, enhance the way we work and add value to the programmes and services we provide. The Spark Arts for Children aims to be an inclusive organisation, where diversity is valued, respected and built upon, with ability to recruit and retain a diverse workforce that reflects the communities it serves. We recognise that diversity adds value to our organisation.

The Spark Arts for Children is also committed to compliance with relevant equality legislation, the Equality Act 2010, Codes of Practice and relevant best practice guidance. This policy pursues and builds on the statutory position to ensure effective policies and practice of promoting equality and diversity.

The Spark Arts for Children recognises that many people in our society experience discrimination and aims to pro-actively tackle discrimination or disadvantage and ensure that no individual or group is directly or indirectly discriminated against for any reason with regard to employment or accessing its programmes and services. Discrimination is acting unfairly against a group or individual through for example exclusion, verbal comment, denigration, harassment, victimisation, a failure to appreciate needs or the assumption of such needs without consultation.

All forms of discrimination are unacceptable, regardless of whether there was any intention to discriminate or not. Employees, artists and other suppliers have a duty to co-operate with the organisation to ensure that this policy is effective in ensuring equal opportunities and in preventing discrimination. Employees, artists and other suppliers should draw the attention of their line/relationship manager to suspected discriminatory acts or practices or cases of bullying or harassment.

2. Policy Statement

The organisation aims to create a culture that respects and values each other's differences, that promotes dignity, equality and diversity, and that encourages individuals to develop and maximise their true potential.

Equality and diversity will be considered across the organisation's policy framework.

We aim to remove any barrier, bias or discrimination that prevents individuals or groups from accessing our services.

We aim to provide equality and fairness for all job applicants, employees whether part-time, full-time, fixed term or temporary, volunteers and trustees irrespective of age, disability, gender reassignment, race, religion or belief, sex, sexual orientation, marriage and civil partnership, and pregnancy and maternity (now known as 'protected characteristics').

We are committed to achieving and maintaining a workforce that broadly reflects the local community in which we operate. Every possible step will be taken to ensure that individuals are treated fairly in all aspects of their employment at this organisation. Selection for employment or promotion or any other benefit will be on the basis of merit and ability only. Selection for training will be on the basis of job requirement only. Intimidation, harassment and bullying will not be tolerated and may lead to disciplinary action.

3. Implementation

The Director is responsible for the policy's day-to-day implementation. Consultation will take place with staff on the implementation and development of this policy. The organisation has drawn up an Equality and Diversity Action Plan detailing how it will deliver this policy and challenge discrimination in other policies.

It is the responsibility of the Board of Trustees to monitor effectiveness and to review and develop the policy where necessary. Monitoring and review will take place annually.

Each artist, consultant, delivery partner, employee, facilitator, trainer, volunteer, or trustee is responsible for their own compliance with our equal opportunities and diversity policy. Breaches of the Equal Opportunities and Diversity Policy will be regarded as misconduct and could lead to disciplinary action against employees, appropriate action against a member of the board of trustees, termination of contracts for services of artists, consultants, delivery partners or trainers, or withdrawal of volunteer agreements.

Employees who feel they have been discriminated against should follow the process outlined in the Grievance Procedure.

The organisation will ensure that all new employees, volunteers, and trustees will receive induction on the policy and action plan and that artists, consultants, delivery partners, trainers and facilitators will be fully informed.

Appropriate training and guidance will be provided to develop equality and diversity. The policy will be widely promoted, and copies will be freely available and displayed in the organisation's offices.

4. Full Policy

The Full Equal Opportunities and Diversity Policy and Action Plan 2018-22 is available on request from admin@thesparkarts.co.uk