

**Diversity and Equality Policy and Procedure**

**Statement**

The Young Creatives Portsmouth (TYCP) recognises that discrimination exists amongst groups and believes that this prevents potential and ability from being realised in young people and others. TYCP has a role in combating discrimination, as all forms create a barrier to participation. TYCP strives to integrate Diversity and Equality into all of its work and recognises it is the responsibility of all paid staff and volunteers whose co-operation is essential for its success and thus are educated, encouraged and trained to work in this way. TYCP is committed to implementing and promoting equal opportunities on all levels in their activities, services and practices, taking into account equality legislation and good practice. The Young Creatives Portsmouth does this by the following:

TYCP will not tolerate discrimination on any basis, including:

* Race
* Gender (including gender re-alignment)
* Sexual orientation
* Ethnic or national origin
* Disability
* Partnership status
* Age
* Physical difference – colour, height or weight
* Political belief or affiliation
* Religious or other belief
* Trade union activity
* Socio-economic background
* Refugee or asylum seeker status
* Language
* Employment status

The Young Creatives Portsmouth will ensure a working environment in which all people are able to give their best, that is free from harassment and bullying and that all decisions will be based on merit.

TYCP seek to prevent discrimination and ensure equal representation in the services that they provide.

Recruitment and Employment Policies and Procedures will positively encourage applications from all suitably qualified and experienced people. The Young Creatives Portsmouth states that it strives to be an equal opportunities employer. Individuals are selected, promoted and treated solely on the basis of their merits and abilities which are appropriate to the job.

TYCP recognises that volunteers should be composed of a mix of people who represent a diverse range of needs and experiences including specialist and underrepresented areas eg Black and Minority Ethnic and those working with young people with disabilities, alongside appropriate skill levels.

Grievance and Complaints Procedures are in place for paid staff and volunteers to follow if they feel that they have been discriminated against, or if they wish to make a general complaint. All issues will be dealt with in a sensitive and appropriate manner.

The Young Creatives Portsmouth promotes positive images of young people.

The Young Creatives Portsmouth wants to ensure that youth participation is a positive and safe experience and that young people’s voices are heard.

The Young Creatives Portsmouth will hold all its events in buildings that have disability access when this is necessary and that are adaptable for the needs of any members with disabilities.

At events, TYCP attempts to ensure that the dietary requirements of all attendees, whether for medical, faith or cultural reasons are met.

TYCP tries to make all trips accessible for all budgets.

For all events, all paid staff and volunteers work within the ethos of The Young Creatives Portsmouth’s values and policy, encouraging participation and challenging discrimination where it arises.

Behaviour or actions against this policy or the law will be considered as a disciplinary matter. If anyone does feel they are being discriminated against in any of the above ways then please refer to *Complaints Policy and Procedure or Grievance Procedure* as appropriate.

This policy is informed by the following pieces of legislation:

Equal Pay Act (1970)

Sex Discrimination Act 1975 (and amendment of 1999)

Race Relations Act 1976 (and amendment of 2000 and 2003)

Disability Discrimination Act 1995 (and amendment 2004)

Human Rights Act 1998

Sexual Orientation Regulations 2003

Religion on beliefs regulations 2003

Gender Recognition Act 2004 Age regulations (October 2006)

Equality Act 2010

The following policies and procedures support this policy

*Safeguarding and Child Protection Policy*

*Complaints Policy and Procedure*

*Bullying and Harassment Policy*

**Dissemination**

This policy is communicated to all paid staff and volunteers as part of their induction.

It is included in all recruitment information and will be made freely available to all The Young Creatives Portsmouth users via our website.

**Definition**

The Young Creatives Portsmouth paid staff and volunteers – This includes all full and part time paid staff as well as volunteers which includes freelance contracted staff, Sector Development Associates and Trustees.

**Review date**

This Diversity and Equality Policy will be monitored and reviewed annually by the Artistic Director, to ensure that the operation of this procedure is satisfactory.

***Date: Aug 2017***

***Date: Aug 2019***

***Date: March 2022***

***Date: March 2023***