



West Heath Community Association

Equal Opportunities Policy

West Heath Community Association is a registered charity (no: 1124993)
and has limited liability being a company limited by guarantee
registered in England & Wales (no: 06570815)

Equal Opportunities Policy

This policy will be reviewed on an ongoing basis, annually. West Heath Community Association will amend this policy, following consultations with the Community Centre Manager where appropriate.

Date of last review:

<i>Date</i>	<i>Change</i>
<i>March 2026</i>	<i>New document created.</i>
<i>April 2026</i>	<i>Approved by Board</i>

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1. Policy Statement

West Heath Community Association is committed to creating an environment where everyone feels welcome, respected, and able to participate fully in our activities. We value the diversity of our community and aim to ensure that all staff, volunteers, service users, and visitors are treated fairly and without discrimination.

This policy sets out our commitment to equal opportunities in line with UK law, including the Equality Act 2010.

2. Legal Framework

This policy is guided by the Equality Act 2010, which protects individuals from discrimination based on the following protected characteristics:

- Age
- Disability
- Gender reassignment
- Marriage and civil partnership
- Pregnancy and maternity
- Race (including colour, nationality, and ethnic or national origins)
- Religion or belief
- Sex
- Sexual orientation

We also recognise our responsibilities under other relevant legislation, including health and safety, safeguarding, and data protection laws.

3. Our Commitment

We will:

- Promote equality of opportunity in all aspects of our work
- Create an inclusive, welcoming environment for all
- Ensure that no one is treated less favourably because of a protected characteristic
- Challenge discriminatory behaviour, language, or practices
- Make reasonable adjustments to ensure accessibility for disabled people
- Ensure our services, activities, and employment practices are fair and transparent
- Provide training and guidance to staff and volunteers where appropriate

4. Who This Policy Applies To

This policy applies to:

- Employees
- Volunteers
- Trustees
- Contractors
- Service users
- Visitors
- Anyone acting on behalf of the charity

Everyone has a responsibility to uphold this policy and contribute to a positive, respectful environment.

5. Employment and Volunteering

We aim to ensure that recruitment, selection, training, promotion, and all other employment or volunteering decisions are based on merit and the needs of the organisation.

We will:

- Advertise roles openly and fairly
- Use clear, objective criteria in selection processes
- Provide equal access to training and development
- Make reasonable adjustments for disabled applicants, staff, and volunteers

6. Access to Services and Activities

We are committed to ensuring that all members of the community can access our services and activities.

We will:

- Design activities to be inclusive wherever possible
- Consider cultural, religious, and accessibility needs
- Provide information in accessible formats when requested
- Take steps to remove barriers to participation

7. Unacceptable Behaviour

Discrimination, harassment, bullying, or victimisation will not be tolerated. This includes:

- Offensive or discriminatory language
- Excluding individuals based on protected characteristics
- Harassment (unwanted conduct related to a protected characteristic)
- Victimisation (treating someone unfairly because they raised a concern)

Any such behaviour may result in disciplinary action, removal from activities, or termination of involvement with the centre.

8. Raising Concerns

Anyone who feels they have been treated unfairly or witnessed discrimination is encouraged to raise their concern.

Concerns can be raised with:

- The Centre Manager
- A Director
- A designated safeguarding or equality lead (if applicable)

We will:

- Treat all concerns seriously
- Handle matters sensitively and confidentially
- Investigate fairly and promptly
- Take appropriate action where necessary

No one will be victimised for raising a genuine concern.

9. Monitoring and Review

We will regularly review this policy to ensure it remains effective and compliant with current legislation. Feedback from staff, volunteers, and service users is welcomed.

This policy will be reviewed annually or sooner if required by changes in law or organisational needs.