

Salisbury Area Music Co-operative Equal Opportunities Policy

1. POLICY STATEMENT

- 1.1 Salisbury Area Music Co-operative (hereinafter referred to as 'the Co-operative') recognises that discrimination is always unacceptable and that the Co-operative benefits by utilising the skills of all Teacher-members.
- 1.2 The Co-operative is committed to ensuring that no Teacher-member or applicant receives less favourable facilities or treatment on grounds of sex, marital status, disability, race, colour, nationality, ethnic origin, religion, dependents or age or are placed at a disadvantage by imposed conditions or requirements which cannot be shown to be justified. The Co-operative wishes to see its membership broadly reflecting the community it serves.
- 1.3 Membership of the Co-operative will be considered according to the applicant's skills, knowledge, experience and qualifications.
- 1.4 Teaching will be allocated in an open and fair process bearing in mind the Teacher-member's suitability, capability and qualifications.
- 1.5 This policy and the associated arrangements shall operate in accordance with statutory requirements set out in the Equality Act 2010. In addition, full account will be taken of any Codes of Practice issued by the Commission for Racial Equality, the Equal Opportunities Commission and the Department of Employment and Learning, and guidance from the Department of Health, and other statutory bodies.

2. DEFINITIONS

- 2.1 Where discrimination against any person or group is referred to it shall be deemed to be potential discrimination within any of the categories listed in the policy statement. Two types of discrimination are covered by statute - direct and indirect.

3. DIRECT DISCRIMINATION

- 3.1 Direct discrimination occurs when a person or group is treated less favourably than others.
- 3.2 Segregating a person or group on the basis of their race, sex or disability is unlawful. It is also unlawful for a membership organisation such as the Co-operative to discriminate against a job applicant (for employed staff roles) whose conviction is spent.

4. INDIRECT DISCRIMINATION

4.1 Indirect discrimination occurs when a condition or requirement is imposed which, although applied equally to all individuals or groups, is such that:

- the proportion of persons of a group who can comply with it is significantly smaller than the proportion of persons not of that group who can comply with it;
- the Co-operative cannot show it as being justifiable based upon the needs of the job.

5. RIGHTS OF DISABLED PEOPLE

5.1 The Co-operative attaches particular importance to the needs of disabled people.

5.2 Under the terms of this policy, the Co-operative is required to:

- make reasonable adjustment to maintain the services of a Teacher-member who becomes disabled;
- include disabled Teacher-members in training and development programmes;
- give full and proper consideration to disabled people who apply for jobs or membership, having regard to making reasonable adjustments for their particular aptitudes and abilities to allow them to be able to do the job.

6. VICTIMISATION AND HARASSMENT

6.1 Discrimination by victimisation occurs when a person is treated less favourably than another because he/she had asserted his/her rights under the Acts relating to discrimination or had helped another person to assert those rights.

6.2 There is a separate policy dealing with all forms of harassment.

7. MANAGERIAL RESPONSIBILITY

7.1 The responsibility for ensuring the effective implementation and operation of the arrangements will rest with the Chair of Directors. It is his/her responsibility to ensure that all Teacher-members operate within the policy and arrangements, and that all reasonable and practical steps are taken to avoid discrimination. Furthermore, the Chair of Directors will ensure that:

- all Teacher-members are aware of the policy and the arrangements, and the reasons for the policy;

- complaints concerning discrimination are dealt with properly, fairly and as quickly as possible;
- records of all complaints are recorded.

7.2 The Chair of Directors will be responsible for monitoring the operation of the policy in respect of Teacher-members and applicants.

8. RESPONSIBILITY OF TEACHER-MEMBERS

8.1 Whilst the responsibility for ensuring that there is no unlawful discrimination rests with the Board of Directors, the attitudes of Teacher-members are crucial to the successful operation of fair equal opportunity practices. In particular, all Teacher-members should:

- support the policy and arrangements;
- not discriminate in their day-to-day activities or induce others to do so;
- not victimise, harass or intimidate Co-operative employees, Teacher-members, pupils, parents or anyone in a professional context on the grounds specified in the above policy statement;
- inform the Chair of Directors if they become aware of any discriminatory practice.

9. RELATED POLICIES AND ARRANGEMENTS

9.1 All membership policies and arrangements have a bearing on equality of opportunity. The Co-operative policies will be reviewed regularly and any discriminatory elements removed.

10. TEACHER-MEMBER COMPLAINTS OF DISCRIMINATION

10.1 Teacher-members wishing to complain of discrimination or victimisation by another Teacher-member should bring the matter to the attention of the Chair of Directors using either the Co-operative's Grievance or Harassment policy. Such complaints will be investigated in accordance with these policies and the Teacher-member Agreement.

10.2 In the event that a Teacher-member is complaining about discrimination by the Chair of Directors, they should report their complaint to the Board of Directors.

11. REVIEW

11.1 The Chair of Directors will, on behalf of the Board, review this policy and arrangements annually.