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Description automatically generated **Equality and Diversity Policy**

**Statement**

Haddenham u3a is committed to providing, life-enhancing and life-changing opportunities where retired and semi-retired people come together and learn together, not for qualifications but for its own reward: the sheer joy of discovery! Members share their skills and life experiences: the learners teach and the teachers learn, and there is no distinction between them. Haddenham u3a recognise that some people are particularly likely to experience discrimination and harassment and are committed to making sure our group is as inclusive and welcoming as possible.

**Aims of Policy**

This policy has been drawn up to comply with the Equality Act 2010, which stipulates that organisations cannot treat someone unfairly on the basis of what it calls ‘protected characteristics.

Haddenham u3a will strive to ensure that members do not experience discrimination based on their protected characteristics, which are:

ethnic origin, nationality (or statelessness) or race, disability, religion or belief (including the absence of belief), marital or civil partnership status, sexual orientation, gender reassignment, class or socio-economic status, political belief.

This will include ensuring equal access to groups, behaviour between members and by Haddenham u3a Committee and Group Leaders. The Equality Act highlights that organisations need to consider what ‘reasonable adjustments’ can be made to accommodate these.

**Practical Approaches to Inclusion**

* Haddenham u3a is open to retired or semi-retired people.
* Haddenham u3a will make sure all new members are aware of our Equalities policy, Principles of the u3a and Member Code of Conduct.
* Haddenham u3a will take reasonable measures and practical approaches to ensure a wide range of people take part in our activities and meetings. This will include consideration of the time of day of meetings and consideration of venues for meetings including accessibility to wheelchair users, access to PA system and a hearing loop.
* Publicity material will include a range of images that reflect the local community. It will be made easy to read. Paper copies of email communications to members will be made available to people who don’t have access to the internet.
* Where appropriate, Haddenham u3a will engage in community activities and liaise with agencies within the community, to encourage those from harder to reach groups.
* Haddenham u3a will endeavour to encourage a range of people to take on the various roles and responsibilities.

**Code of Conduct**

Haddenham u3a has a Member Code of Conduct. Sexist, racist, homophobic, transphobic or otherwise offensive and inflammatory remarks and behaviour are not acceptable. These constitute harassment and have no place in Haddenham u3a.

**Procedures**

* If any member of Haddenham u3a feels they have been discriminated against by Haddenham u3a or harassed at a Haddenham u3a event they should raise this with the committee. Contact details for the Committee can be found on the Haddenham u3a website.
* Where Haddenham u3a Committee become aware of any discriminatory practice or harassment, the committee will seek to address this through consultation with all parties concerned and, where necessary, through invoking formal procedures.
* The committee will investigate the complaint, listening to all members involved. (If the complaint is against a committee member, that member will not be part of conducting the investigation).
* If the complaint is against a particular individual, this person will have the opportunity to express their point of view, accompanied by a friend. The person making the complaint will also have this opportunity.
* If the complaint is against Haddenham u3a as an organisation, the Committee must work to ensure that such alleged discrimination is investigated and, if found substantiated, take measures to ensure it is not repeated in the future; members will be informed of how the committee propose to do this.
* Any decision to exclude a person from the organisation due to discriminatory or harassing behaviour will be made with reference to Haddenham u3a’s constitution/ rules. Haddenham u3a will support people who feel they have been harassed or discriminated against and will not victimise or treat them less well because they have raised this.
* This Policy and Procedure will be reviewed every 3 years from their date of adoption.

The above Policy and Procedures were reviewed by Haddenham u3a on: 16th January 2023

Signed: Committee role:

Review of the above will be undertaken three years from the above date on: January 2026

Signed: Committee role: