



EQUALITY, DIVERSITY AND INCLUSION POLICY

Category: Equality, Diversity and Inclusion Purpose

For u3as in England, Scotland and Wales

It is recommended that u3as adopt an Equality, Diversity and Inclusion policy. The Charity Commission in England and Wales enquires as to the existence of this policy within the annual return questionnaire.

Statement

Evesham u3a is a learning co-operative and membership charity which enables members in their third age to share educational, creative and leisure activities. Members of each u3a draw upon their knowledge, skills and experience to teach and learn from each other (peer to peer learning).

Evesham u3a recognise that some people are particularly likely to experience discrimination and harassment and are committed to making sure that this u3a is as inclusive and welcoming as possible.

Aims of this policy

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

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



Evesham u3a will strive to ensure that members do not experience discrimination on the basis of their protected characteristics. This will include actively supporting equal access to groups and respectful behaviour between members and by Evesham u3a Committee Members and group leaders. The Equality Act highlights that organisations need to consider what 'reasonable adjustments' can be made in order to accommodate those who may have particular needs. Evesham u3a Committee will aim to review the reasonable adjustments needed for all members and individual members with particular needs on an ongoing basis and whenever a need is identified. Where necessary, the Committee will seek guidance and additional support from the u3a Plus subcommittee and/or National Office.

Practical approaches to inclusion

Evesham u3a will make sure all new members have access to our policies and procedures in relation to equality, diversity and inclusion and accessibility as well as the Member Code of Conduct. Evesham u3a will seek to make reasonable adjustments and take practical steps to ensure a wide range of people can participate in our activities and meetings. This may include:

- Consideration given to the time of day of meetings and their location.
- Consideration of venues for meetings including:
 - Accessible to wheelchair users
 - Access to PA system and a hearing loop
 - Parking and disabled parking available
 - Disabled toilet facilities available
- Publicity:
 - Using a variety of methods and platforms to communicate externally and raise the profile of the u3a.
 - Make communications available to those who don't have access to the internet
 - Use a range of images that reflect the local community
- Recruiting New members:
 - Inviting agencies working with community groups which may be harder to reach to our recruitment events



- Encouraging members who are representative of the groups who are underrepresented within the u3a to assist with the recruitment process
- Managing growth so that we ensure that new members can be accommodated
- Reviewing:
 - Evesham u3a committee will review the diverse needs of the membership on an ongoing basis and will seek to ensure that the u3a remains attractive and accessible to all.
- Tasks and Roles:
 - Ensure a range of people get their voices heard by encouraging more members to take on roles such as leading groups.
 - The u3a will appoint an Accessibility Officer whose role it will be to support both new and existing members to be able to access the members' meetings and groups that they would like to join and consider what reasonable adjustments may be needed to ensure this. The Accessibility Officer will also be the first port of call for any concerns about discrimination or harassment based on protected characteristics.
 - The Groups Coordinator will ensure that new Group Leaders have access to information about issues in relation to accessibility and what steps they may need to take in meeting access requirements. Certain groups may require a certain level of fitness or mobility and Group Leaders will be supported to ensure members are made aware of this in advance.
 - Evesham u3a will offer induction and training around equality, diversity and inclusion to Committee Members and Group Leaders where this is identified as a need.



Code of Conduct

Evesham u3a has a member code of conduct. The code of conduct outlines that members should abide by the u3as policies and procedures as well as treating each other with dignity and respect. This would include not acting in a way that would be deemed discriminatory or offensive.

Dealing with discrimination and harassment

Where Evesham u3a Committee becomes 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. If any member of Evesham u3a feels they have experienced or witnessed discriminatory behaviour or harassment, this should be reported to the Committee via the Accessibility Officer. Any matters of concern will be reviewed by the Committee and a decision will be made, in line with the u3as constitution and formal procedures, as to what steps will be taken to address the issue.

Definitions

Equality is about ensuring that every individual has an equal opportunity to make the most of their lives and talents and believing that no one should have poorer life chances because of where, when or whom they were born, or because of other characteristics. Promoting equality is about behaving in a way that tackles inequalities, aiming to ensure that all members are treated fairly, and do not experience discrimination.

Promoting diversity is about recognising that everyone is different and creating an environment that values members and ensuring that the u3a Movement is as accessible as possible to different groups within the community.

Inclusion is about positively striving to meet the needs of different people and taking practical steps to ensure members feel respected.

Direct Discrimination is when a person is treated less favourably because of their ethnic origin, nationality (or statelessness) or race, age, disability, religion or belief (including the absence of belief), marital or civil partnership status, sexual



orientation, pregnancy, gender reassignment, political belief.

Indirect Discrimination occurs when a condition or requirement is applied equally to all groups of people but has a disproportionately adverse effect on one particular group.

Harassment is unwanted conduct related to 'protected characteristics' that has the purpose or effect of violating a member's dignity, or creating an intimidating, hostile, degrading, humiliating or offensive environment.

Harassment is also unwanted conduct of a sexual nature which has that same purpose or effect.

Victimisation occurs when a member is treated less favourably than others in the same circumstances because he or she has made a complaint or an allegation of discrimination, harassment or bullying or given information regarding such a complaint or allegation.

Next review date: May 2029

u3a	Evesham and District u3a Group Leaders Guide	
Version	Description of changes	Date
1.0	Adopted	May 23
1.1	Reviewed	May 26