

## **Active Sport : Equal Opportunities Policy**

**Approved by:** Mark Whitwood (Director)

**Effective Date:** August 2025

**Review Date:** August 2026

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### **1. Policy Statement**

Active Sport is fully committed to promoting equality, diversity and inclusion (EDI) in all areas of our operations, employment, and services. We oppose all forms of unlawful and unfair discrimination. Every employee, participant, volunteer and contractor is treated with dignity, fairness, and respect.

We strive to create an inclusive environment where differences are celebrated, and everyone can thrive regardless of background or identity.

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### **2. Legal Framework**

This policy complies with the following legislation:

- **Equality Act 2010**
- **Human Rights Act 1998**
- **Rehabilitation of Offenders Act 1974**
- **Employment Rights Act 1996**
- **UK General Data Protection Regulation (UK GDPR)**
- **Data Protection Act 2018**
- **Health and Safety at Work etc. Act 1974**

It also reflects guidance from:

- **gov.uk**
  - **Equality and Human Rights Commission (EHRC)**
  - **Acas**
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### **3. Protected Characteristics**

In accordance with the Equality Act 2010, no person will be discriminated against on the basis of any of the following **protected characteristics**:

1. Age
  2. Disability
  3. Gender reassignment
  4. Marriage and civil partnership
  5. Pregnancy and maternity
  6. Race (including colour, nationality, ethnic or national origin)
  7. Religion or belief
  8. Sex
  9. Sexual orientation
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### **4. Scope**

This policy applies to:

- All job applicants and employees (full-time, part-time, temporary)
- Volunteers, apprentices, interns, and contractors
- Clients, programme participants, and customers
- Partners and suppliers

It covers all aspects of employment and service provision, including:

- Recruitment, selection, and promotion
  - Training and development
  - Terms and conditions of employment
  - Grievance and disciplinary procedures
  - Programmes and coaching services
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### **5. Our Commitments**

Active Sport commits to:

- ✓ Ensuring equal access to employment and participation opportunities
- ✓ Making reasonable adjustments for staff, customers or children with disabilities
- ✓ Promoting inclusive language, practices, and communications
- ✓ Eliminating harassment, victimisation and bullying
- ✓ Acting swiftly on reports of discrimination
- ✓ Creating policies and practices that reflect diverse community needs
- ✓ Collecting and monitoring anonymised diversity data where appropriate, in line with UK GDPR

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## 6. Recruitment and Employment Practices

- Job adverts will use inclusive language and highlight our commitment to equal opportunities.
- Shortlisting and selection will be based solely on merit, experience, and job-related criteria.
- Reasonable adjustments will be offered throughout the recruitment process.
- Flexible working requests will be considered fairly and objectively.

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## 7. Inclusive Service Delivery

Active Sport is committed to ensuring:

- Services are accessible, inclusive, and welcoming to all.
- Safeguarding is applied equally to children and adults regardless of background or identity.
- Participation barriers (e.g., cost, language, disability access) are identified and removed wherever possible.

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## 8. Discrimination, Harassment and Victimisation

We do not tolerate:

- **Direct discrimination**
- **Indirect discrimination**
- **Harassment** (including sexual, racial, or disability-based)
- **Victimisation** of any individual raising a concern or complaint

All allegations will be treated seriously and investigated in line with our grievance and disciplinary procedures.

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## 9. Responsibilities

Role	Responsibility
<b>Director (Mark Whitwood)</b>	Overall accountability for this policy
<b>Managers &amp; Supervisors</b>	Promote inclusive practices and intervene in discriminatory behaviour
<b>All Employees &amp; Volunteers</b>	Uphold equality values and report inappropriate conduct

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## 10. Monitoring and Review

- This policy will be reviewed **annually**, or sooner if legislation changes.
- Diversity data may be gathered (e.g., gender, ethnicity, disability) with consent, used anonymously to improve equality outcomes.

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## 11. Complaints Procedure

Anyone who feels they have experienced discrimination, harassment or unfair treatment should:

1. Raise the issue informally with their manager or the designated contact.
2. If unresolved, submit a formal complaint following the company's **Grievance Policy**.
3. Individuals will not be victimised for raising concerns.

Complaints can also be directed to:

- **Acas**: <https://www.acas.org.uk>
  - **Equality Advisory Support Service (EASS)**: <https://www.equalityadvisoryservice.com>
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