



PAMODZI CREATIVES

EQUAL OPPORTUNITIES POLICY

Policy Lead : Roni Ewards, Director

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INTRODUCTION

Pamodzi Creatives recognises that we live in a society where discrimination still operates to the disadvantage of many groups.

Pamodzi Creatives believes that all persons should have equal rights to recognition of their human dignity, and to have equal opportunities to be educated, to work, receive services and to participate in society.

As a Community Interest Company committed to the promotion of equal opportunities within the arts and affiliated organisations, through the way we manage our collaborative projects and provide services to the community. In order to express this commitment, we develop, promote and maintain policies that will be conducive to the principles of fairness and equality in the project environment and the workplace.

The objective of this policy is to create a code of behaviour to ensure that the organisation remains accountable to our values, that no person should suffer or experience less favourable treatment, discrimination or lack of opportunities on the grounds of...

- Gender
- Race
- Colour
- Nationality
- Ethnic origin
- Religious, faith-based or philosophical beliefs
- Health status
- HIV status
- Age
- Marital status
- Parental status
- Sexual orientation
- Political beliefs or trade union membership
- Economic Status
- Responsibility for dependents
- Physical attributes
- Ex-offender status (as defined by the Rehabilitation of Offenders Act 1974)
- Lack of formal qualifications where such qualifications are not formally required

...or any other grounds which cannot be shown to be justifiable within the context of this policy.



PAMODZI CREATIVES EQUAL OPPORTUNITIES POLICY

This policy will influence and affect every aspect of activities carried out at Pamodzi Creatives i.e. promotional work, delivery within an educational context and other functions linked to the project environment as determined by the Advisory Panel.

In the provision of services and the contracting of staff on a project basis, Pamodzi Creatives is committed to promoting equal opportunities for everyone. Throughout its activities, Pamodzi Creatives will treat all people equally whether they are:

- Seeking or using our services
- Applying for, or already contracted by us to deliver a project
- Volunteer workers

How the Policy will be implemented and who is responsible

The Company Director, Roni Edwards, has specific responsibility for the effective implementation of this policy. In order to implement this policy we shall:

- Communicate the Policy to volunteers or employees contracted on a project basis and relevant others.
- Present [all policies] to the Non-Executive Board for regular review.

Conduct and general standards of behaviour

All contracted staff and volunteers are expected to conduct themselves in a professional and considerate manner at all times. Pamodzi Creatives will not tolerate behaviour such as:

- Making threats
- Physical violence
- Shouting
- Swearing at others
- Persistent rudeness
- Isolating, ignoring or refusing to work with certain people
- Telling offensive jokes or name calling
- Displaying offensive material such as pornography or sexist / racist cartoons, or the distribution of such material via email / text message or any other format
- Any other forms of harassment or victimisation

The items on the above list of unacceptable behaviours are considered to be disciplinary offences within Pamodzi Creatives and can lead to disciplinary action being taken with the termination of contracts/ volunteer arrangements.



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Complaints of discrimination

Pamodzi Creatives will treat seriously all complaints of unlawful discrimination on any forbidden grounds made by contract employees, volunteers, clients or other third parties and will take action where appropriate with the Non-Executive Board being part of the complaints procedure.

Legal Obligations - Equal Opportunities and Discrimination (Equality Act 2010)

The **Equality Act 2010** replaces all previous equality legislation and its protected characteristics are:

Age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

In valuing diversity Pamodzi Creatives is committed to go beyond the legal minimum regarding equality.

The **Equality Act 2010** harmonises and strengthens and replaces most previous equality legislation. The following legislation is still relevant:

- The Human Rights Act 1998.
- The Work and Families Act 2006.
- Employment Equal Treatment Framework Directive 2000 (as amended).

RECRUITMENT

AND

SELECTION

Pamodzi Creatives will endeavour to ensure that the advertising, terms of contract, selection and recruitment of contractors for projects will conform to our equal opportunities policies & include the following :

- A consistent, non-discriminatory approach to the advertising of project contracts.
- Applicants who apply for contracts with us will receive fair treatment and will be considered solely on their ability to do their job.
- Short-listing and interviewing will be carried out by more than one person where possible.
- Interview questions will be related to the requirements of the job and will not be of a discriminatory nature.



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MONITORING

We will maintain and review this policy annually and consideration will be given, if necessary, to adjusting this policy to reflect any legislative changes and to afford greater equality of opportunities to all applicants and staff.

Approved by Non Executive Member :

Name : Laura Watford

Date: 23 August 2023

Approved by Community & Education Director :

Signature: *A M Gregory*

Date: 23.08.23

Review Date: 31 August 2024

