

**Date: 17 January 2017**

**For: Employees/volunteers, referrers, members**



## **Equal Opportunities and Diversity Policy**

### **Introduction**

Ride High is committed to promoting equal opportunities and diversity for all persons and is opposed to all forms of unlawful and/or unfair discrimination including harassment, bullying and victimisation. It will ensure that all Trustees, employees, volunteers, job applicants, service providers and referring agencies are treated equally and as individuals regardless of age, disability, ethnicity, nationality, gender, marital status, domestic circumstances, political belief, religion or sexual orientation.

Ride High is similarly committed to equal opportunities and diversity in respect of the children and young people who qualify for acceptance on to the Ride High programme in accordance with our Entrance, Progression and Exit Policies, save that we may be unable to cater for children or young people who have special physical or other needs, or who are otherwise disqualified from riding under the rules of Bryerley Springs Farm Equestrian. Where possible, Ride High will refer such children or young people to a local centre for Riding for the Disabled, or another appropriate riding school.

### **Principles**

This Policy will be implemented across all aspects of Ride High's operations, including, but not limited to:

- the appointment of Trustees;
- the recruitment of employees and volunteers;
- the acceptance of children and young people;
- all dealings with service providers and members of the public.

In implementing this Policy, Ride High will take into account existing legislation, including the Race Relations Act 1976, the Race Relations Amendment Act 2000, the Sex Discrimination Act 1975, the Equal Pay Acts 1970 and 1983, the Equality Act 2010, and the Disability Discrimination Acts 1995 and 2005.

The Trustees recognise that the provision of equal opportunities and diversity at Ride High is good management practice and will be responsible for ensuring that this Policy is properly implemented, monitored and reviewed.

## **Procedure in event of perceived discrimination**

Any Trustee, employee/volunteer, child/young person, service provider or referring agency who believes that they have suffered any form of discrimination, bullying, harassment or victimisation within Ride High should raise the matter with the Operations Manager, or in the case of the Operations Manager (or if inappropriate to raise it with the Operations Manager) with any Trustee. If the matter is not dealt with to the satisfaction of the person or organisation making the complaint, Ride High's Grievance Policy or Complaints Policy (as appropriate) should be followed; copies of these policies are available on request from the Operations Manager, and can also be found on the Ride High website [www.ridehigh.org](http://www.ridehigh.org).

## **Employment**

Ride High is committed to ensuring that every employee and volunteer has a working environment that promotes respect, and where individual differences and the contributions of employees and volunteers are recognised and valued.

Ride High will ensure that individuals are treated equally and fairly and that decisions on recruitment, training and promotion are based solely on merit.

Posts are advertised and all applicants are judged against explicit and fair criteria. Applicants are welcome from all backgrounds and posts are open to all. The applicant who best meets the criteria is offered the post, subject to references and DBS checks. This ensures fairness in the selection process.

All job descriptions include a commitment to promoting equality and recognising and respecting diversity as part of their specifications.

## **Training and awareness**

A copy of this Policy will be shown to all employees and volunteers, and each must sign the list attached to the original to indicate they have read and understood it. It will also be available to all referrers and members and/or their parents/carers.

A breach of this Policy by an employee will be regarded as misconduct that could lead to disciplinary proceedings.

All employees and volunteers will be provided with suitable training as appropriate in matters relating to equal opportunities and diversity, to enable them to develop anti-discriminatory and inclusive practices.

**Approval and review**

This Equal Opportunities and Diversity Policy was approved at a Board Meeting of the Trustees on 17 January 2017. It will be reviewed each September thereafter, or more frequently if appropriate.

Signed.....

Date.....