

# Equality, Diversity and Inclusion Policy

## Introductory Statement

Woodley & District (Woodley) u3a is a learning co-operative and membership charity which enables members 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). Woodley u3a recognises that some people are particularly likely to experience discrimination and harassment and are committed to ensuring that our u3a is as supportive, inclusive and welcoming as possible.

## Aims of this policy

The Equality Act 2010 identifies a list of ‘protected characteristics’. It is illegal for an organisation to harass or discriminate against anyone because of their age, disability, gender reassignment, marriage or civil partnership, pregnancy or maternity, race, religion or belief, sex, or sexual orientation.

Woodley u3a aims to ensure that all our members are given equal opportunity to participate and do not experience unfair or unlawful discrimination on the basis of their protected characteristics. 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. Woodley u3a Committee will review the reasonable adjustments needed for all members and individual members with particular needs on an ongoing basis. Where necessary, the Committee will seek guidance and additional support from the National Office or other relevant organisations

## Our Commitments

Woodley u3a will make sure all members are aware of our policies and procedures in relation to Equality, diversity & inclusion and Accessibility, as well as the Member Code of Conduct. Woodley u3a will make reasonable adjustments and take practical steps to ensure a wide range of people can participate in our activities and meetings and benefit from membership of our u3a.

This may include:

- Consideration given to the location and accessibility of venues
- Using a variety of methods and platforms to communicate externally and raise the profile of the u3a, including for those without access to the internet
- Promoting the benefits of membership through a range of channels to engage with a more diverse membership
- Undertaking regular reviews of our membership, groups and communications to ensure we are as inclusive and accessible as possible
- Encouraging a range of people to get their voices heard by taking on roles such as leading groups
- Reviewing members' requests for the reasonable adjustments they may require in order to access members' meetings and interest groups

- Making group leaders aware of issues and providing them with support in relation to accessibility requirements.
- Offering induction and support on equality, diversity and inclusion issues to Committee Members and Group Leaders

## **Code of Conduct**

Woodley u3a has a Member Code of Conduct. The code outlines that members should abide by the u3a's 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 Woodley u3a Committee becomes aware of any discriminatory practice or harassment, they will seek to address this through consultation with all parties concerned and, where necessary, through invoking formal procedures.

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

**This policy was adopted on:** 13/05/2021

**Review date:** May 2024

## Appendix 1

### **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 u3 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, sex

**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 members 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.

## Appendix 2

### **Reporting discriminatory behaviour or harassment**

This may be raised any member of the Committee via the email address shown on our website and will be dealt with in accordance with our written procedures. Please follow the link below:

[Woodley U3A Committee](#)