

CROSTHWAITE & LYTH RECREATIONAL FIELD TRUST

EQUAL OPPORTUNITY POLICY, January 2009 (Updated January 2022)

A. Statement of Policy.

1. We recognise that discrimination is unacceptable. We have made the decision to adopt a formal Equal Opportunities Policy. Breaches of this Policy will lead to disciplinary proceedings and if appropriate disciplinary action.
2. The aim of this policy is to ensure that no Members and Users of the Recreational Field and its facilities is discriminated against either directly or indirectly on the grounds of race, colour, ethnic or national origin, religious belief, political opinion or affiliation, sex, marital status, sexual orientation, gender reassignment, age or disability.
3. We will ensure that the Policy is circulated to all our Members and is available to all our users.
4. The Policy will be communicated to all associated parties reminding them of their responsibilities towards the equality of opportunity.
5. The Policy will be implemented in accordance with the appropriate statutory requirements and full account will be taken of all the available guidance and in particular any relevant Codes of Practise.
6. We will maintain a neutral working environment in which no members feel under threat or intimidation.

B. Membership.

1. The recruitment of Members is crucially important to any equal opportunities policy. We will endeavour through appropriate training to ensure that Members making selection and appointment decisions will not discriminate, whether consciously or unconsciously, in making these decisions.
2. Job descriptions, where used, will be revised to ensure that they are in line with our Equal Opportunity Policy. Job requirements will be reflected accurately in any personnel specifications.
3. We will not confine our Membership to areas or media sources which provide only, or mainly, applicants of a particular group.
4. All who apply for Membership or use of our facilities will receive fair treatment and will be considered solely on their ability to do the job.
5. All Members involved in the recruitment process will periodically review their selection criteria to ensure they are related to the job requirements and/or usage of our facilities and do not unlawfully discriminate.

C. Training.

1. Members will receive training in the application of this policy to ensure that they are fully aware of its contents and provisions.

D. Monitoring.

1. We will maintain and review the training records of all members to monitor the progress of this policy.

2. Monitoring may involve:

- a. the collection and classification of information regarding the race in terms of ethnic/national origin and sex of all applicants and current members.
- b. the examination by ethnic/national origin and sex of the distribution of members and users and the success rate of applicants.
- c. recording recruitment, training and records of all members, the decision reached, and the reason for those decisions.

3. The results of any monitoring procedures will be reviewed at regular intervals to assess the effectiveness of the implementation of this policy. Consideration will be given, if necessary, to adjusting this policy to afford greater equality of opportunities to all members and users.

E. Complaints Procedure.

1. All complaints to be addressed in writing to the Secretary who upon receipt will carry out a full investigation in conjunction with at least two other members of the Committee and report back to the Complainant within 21 days.

2. If the Complainant wants to appeal against the initial report the matter will be re-heard by the Chairman of the Committee and two other Members of the Committee not involved with the initial hearing.

J.M.Holmes- Secretary. 28/1/22.

A handwritten signature in black ink, appearing to read 'J.M. Holmes', is written over the typed name and date.