

HORIZONS (Plymouth)

Horizons Children's Sailing Charity

Equality Policy and Procedures



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Date of Last Review: March 2023

Review Period: At least annually

1. Aims of This Equality Policy

This policy aims to challenge discrimination within all areas of the Project's work. Within the constitutional requirements of Horizons, we aim to ensure that the Project reflects and meets the needs of all sectors of the local community and will aim to incorporate equal opportunities into all areas of our work.

Horizons (Plymouth) aim to:

- Ensure that the premises are accessible for all members of the community
- Consider equality of opportunities in all areas of our services and work

2. Statement of Intent

Horizons (Plymouth) is committed to the principle of equality of opportunity and aims to ensure that all present and potential participants, members, instructors, coaches, volunteers and employees are treated fairly and on an equal basis, irrespective of sex, age, disability, race, religion or belief, sexual orientation, pregnancy and maternity, marriage and civil partnership, gender reassignment or social status.

A criminal record will only be taken into account when the conviction is relevant and will not necessarily be a bar to Volunteering or employment. We are strongly committed to positive action to abolish discrimination in all aspects of our work, whether in our practice as employers, in the way we work with 'outside' organisations and in our work with Project clients and users.

3. Implementation and Service Delivery

- Equal Opportunities will be considered in all aspects of the service which the Project will provide. The Trustees will regularly review this
- Any language or behaviour offensive to any groups mentioned previously is unacceptable and will not be tolerated in any of the Project's activities
- We will regularly review the image of the Project and will ensure that the Project is accessible to all wherever appropriate
- We aim to ensure that our premises are accessible to all members of the community and, wherever possible, will endeavour to ensure safe and easy access to wheelchair users
- Any publicity of the Project will state our commitment to equal opportunities and will promote positive images of those groups in society that suffer discrimination
- Equal opportunities will be considered in all activities and resources. All resources, equipment and activities will strive to promote non-stereotypical traditions, values and environments. Positive values of differing cultural identities will be promoted via anti-racist activities and resources and positive anti-sexist and anti-discriminatory values will be integral within all activities

4. Horizons (Plymouth) Trustees

- Aim to reflect the make up of the community in the decision making process of the Project, and will actively encourage members of the groups suffering discrimination to join the decision making process.
- It will be a condition of joining any committee within the Horizons Project that members follow and practice the principles of equal opportunities.

5. Monitoring and Review

- The Horizons Trustees will be responsible for implementing the Equal Opportunities Policy
- Any complaint or grievance should be made to the Operations Manager who will refer the matter to the committee
- Equal Opportunities need to be regularly reviewed and monitored
- All aspects of this policy should be monitored as an ongoing process, and this should be built into all procedures; e.g. as part of the recruitment, publicity and admissions processes, and within the programme of activities

Appendix 1: Equal Opportunities Form



Equality and Diversity Monitoring Form 2023

Horizons (Plymouth) wants to meet the aims and commitments set out in its equality policy. This includes not discriminating under the Equality Act 2010, and building an accurate picture of the make-up of the workforce in encouraging equality and diversity.

The organisation needs your help and co-operation to enable it to do this, but filling in this form is voluntary. The information provided will be kept confidential and will be used for monitoring purposes.

If you have any questions about the form contact Simon Mace, simon@horizonsplymouth.org

Age and gender (Please tick one box only)

Prefer not on answer

Age:

I identify my gender as: Female

Male

Intersex

Non-binary

If you prefer to use your own term, please specify here:

What is your ethnicity?

Prefer not to answer

Ethnic Origin is not about nationality, place of birth or citizenship. It is about the group to which you perceive you belong. Please tick the appropriate box.

**Asian/
Asian British**

- Indian
- Pakistani
- Bangladeshi
- Chinese

**Black/ African/
Caribbean/ Black
British**

- African
- Caribbean

Other Ethnic Group

Arab / Middle Eastern

**Mixed/multiple
ethnic groups**

- White & Black Caribbean
- White & Black African
- White & Asian

White

- British/English
- Scottish
- Northern Irish
- Irish
- Welsh
- Gypsy or Irish Traveller

Any other ethnic group, please specify:

What is your religion or belief?

Buddhist

Christian

Hindu

Jewish

Muslim

Sikh

Not Religious

Prefer not to answer

If other religion or belief, please specify:

What is your sexual orientation?

Prefer not to answer

Heterosexual

Gay

Lesbian

Bisexual

Asexual

Pansexual

Undecided

If you prefer to use your own term please specify here:

Health (please tick one box only)

Prefer not to answer

Do you consider yourself to have a disability or health condition?*

Yes

No

* The Equality Act 2010 defines a person as disabled if they have a long term impairment (i.e. has lasted or is expected to last at least 12 months) that has an adverse effect on the person's ability to carry out normal day-to-day activities.

Thank you for taking the time to complete this form.