

## **EQUALITY AND DIVERSITY POLICY**

### **SCOPE OF THE POLICY**

This policy applies to the High Wycombe & District u3a (hereafter “the u3a”). It sets out the principles the u3a follows on the treatment of the members.

The u3a is committed to providing life-enhancing opportunities for those no longer in full-time employment to come together and learn together, not for qualifications but for its own reward. We recognise that some people may experience discrimination and harassment. We are committed to making sure our group is as inclusive and welcoming as possible.

*The u3a is committed to treating all people equally and with respect. We also aim to design our activities, services and decision making processes to encourage and support participation from people who face disadvantage in society.*

### **PURPOSE OF THIS POLICY**

The u3a considers that no member should suffer disadvantage, or receive less favourable treatment on the basis of:

- gender, including gender reassignment
- sexual orientation
- class or socio-economic status
- ethnic origin, nationality (or statelessness) or race
- disability, or any medical condition
- religion or belief (including absence of belief)
- political viewpoint

### **GENERAL GUIDELINES FOR COMMITTEE MEMBERS AND CONVENORS**

High Wycombe and District u3a is open to all who meet the criteria for membership.

#### **Practical Approaches to Inclusion**

The u3a will make sure all new members are aware of our Equality and Diversity policy and the Code of Conduct included. The u3a will take reasonable measures and practical approaches to ensure a wide range of people take part in our activities and meetings. This may include:

- Consideration of the date and time of meetings.
- Consideration of venues for meetings including:
  - Accessibility, especially for wheelchair users
  - Access to public address systems and hearing aids.
- Publicity
  - Making it easy to read
  - Ensuring availability, notably to people who do not have access to the internet
  - Using relevant images that reflect the local community.
- Tasks and Roles
  - Ensuring that all members are encouraged to contribute, can get their voices heard and will be listened to.

### CODE OF CONDUCT

High Wycombe & District u3a has a Code of Conduct. Sexist, racist, homophobic, transphobic, or otherwise offensive and inflammatory remarks and behaviour are not acceptable. These constitute harassment, and have no place in the u3a.

If any member of the u3a feels they have been discriminated against by the u3a, or harassed at an event, they should raise this with the committee Chairman. The committee will investigate the complaint, listening to all members involved. (If the complaint is against a committee member, that member will not be part of conducting the investigation).

If the complaint is against a particular individual, this person will have the opportunity to express their point of view, accompanied by a friend. The person making the complaint will also have this opportunity.

If the complaint is against the u3a as a whole, the Committee must work to ensure that such discrimination is not repeated in the future, and must inform the members of how they propose to do this.

Any decision to exclude a person from the organisation due to discriminatory or harassing behaviour will be made with reference to the u3a's Constitution.

The u3a will support people who feel they have been harassed or discriminated against, and will not victimise or treat them less well because they have raised this.