

# **MUSIC IN THE MINSTER**

## **Equality and Diversity Policy**

### **Introduction**

Music in the Minster is wholeheartedly committed to the principle of equality of opportunity, both in its capacity as an employer and as a provider of services to others. The Charity is determined to make all efforts to prevent discrimination or unfair treatment against, and promote equality of opportunity for, its trustees, members of staff, volunteers or users of its services on the grounds of sex, race, gender, religion, marital status, sexual orientation, responsibilities for dependants, age, disability or offending background. The organisation is opposed to discriminatory attitudes, and is committed to translating this into all aspects of its work.

Music in the Minster recognises that specific and positive programmes of action are necessary to ensure that the aims of its equal opportunities policy are achieved. We recognise, however, that progress requires the participation and commitment of everyone to the policy, as well as the development of these procedures and structures.

It is the responsibility of all associated with our charity to apply Music in the Minster's Equal Opportunities policy. Its application is also required from people who work with Music in the Minster.

This Policy Statement sets out the organisational framework within which all associated with our charity must work.

### **Principles Underlying Our Approach to Equality & Diversity**

- Young people have the right to be respected for who they are, not just for what they do.
- Without a diverse group of staff and volunteers, we cannot positively promote young people's self worth, individuality and potential.
- Diversity among our staff and volunteers is necessary to ensure multiple perspectives, creativity and innovation in organisational problem solving.
- All workers and Trustees share a responsibility for the culture of the charity, including being responsible for acting as role models and taking steps to provide environments that are safe, non discriminatory, free from harassment and protects the dignity of all.

- We acknowledge and embrace the moral, ethical, legal and business case for equality and diversity.
- Diversity permeates everything we do and is integral to all our policies and procedures.

### **Policy Objectives**

The overarching objectives of Music in the Minster's equality and diversity policies are:

- To have equality and diversity integrated into all parts of Music in the Minster's planning, standard setting, monitoring and evaluation.
- To ensure as far as possible that the diversity of the organisation is appropriate to the communities we serve.
- To ensure that all workers are empowered to respond positively and appropriately to issues of Equality and Diversity.
- To eliminate all forms of unlawful discrimination.
- To ensure that all our policies and procedures are assessed to take into account any detrimental impact on equality and diversity and/or opportunities to promote equality and diversity.
- To take all necessary steps to remove organisational barriers to equality and diversity where it is practicable and legal to do so.
- To ensure that the diversity of young people is respected and their needs integrated and issues of equality and diversity mainstreamed into day to day operational performance and planning.

### **Scope**

This policy covers all those who work within Music in the Minster including Trustees, employees, consultants and volunteers.

### **Definitions**

For the purposes of this policy the following definitions apply (over):

Matters of "equality, diversity and personal difference" covers race, gender, disability, gender, national and ethnic origin, marital status, family responsibility, sexual orientation, age, religion, religious belief or profound philosophical belief, and persons with a criminal record that do not pose a risk to the young people of the Charity. It also covers other matters of personal difference that may cause an individual to be unfairly and

negatively judged and categorised in relation to their competence and/or suitability for a particular role and/or occupation. It is impossible to give a definitive list of such matters but they may generally be regarded as prejudices related to personal appearance, presentation and perceptions of economic/social status.

**Direct discrimination** is considered to take place when a person is treated less favourably than others in the same circumstances because of race, sex, disability, gender, national and ethnic origin, marital status, family responsibility, sexual orientation, age, religious belief, profound philosophical belief or criminal record not posing a risk to service-users. It is also a discriminatory act to segregate, harass or victimise people on these grounds.

**Indirect discrimination** means applying conditions, setting requirements, having particular practices, or asking for certain qualifications that will adversely affect one particular group more than another and cannot be justified in terms of what is actually required to do the job.

**Institutional racism** takes place within organisations and is often unwitting in character. It refers to the culture of organisations, as well as the processes and procedures. The culture can be alienating, oppressive and discriminatory to minority groups.

**Disability** is defined as a physical or mental impairment that has a substantial and long effect on a person's ability to carry out normal day-to-day activities. Long term will normally be taken to mean that the impairment has lasted, or is expected to last, at least 12 months. Where there is a disagreement as to whether the term 'disabled' should apply to an individual, the definitions and exceptions in the Disability Discrimination Act (1995) shall apply.

## **Legislation**

While Music in the Minster is committed to equality and diversity as an ethical and business case the organisation also recognises its legal responsibilities.

## **Communication**

Communication of this policy and any amendments or additions to it will be made by various means but primarily via:

- Music in the Minster Web site
- Induction Procedures
- Training (including training for employees and volunteers)

## **External Marketing and Publicity**

All Music in the Minster publicity materials will reflect the aims and principles of the Diversity and Equality policy. The language and concepts contained in all charity documents and formal communication will be consistent with this policy.

The Charity's general publicity material will be anti-discriminatory and efforts will always be made to review material to ensure that it is not unintentionally discriminatory and does not reinforce negative images of people and groups identified in this policy.

Sexist, racist and other discriminatory language will not be used. Language, whether written or verbal, will not identify jobs with a particular gender, and gender linked words will be avoided. Discriminatory jibes or disparaging terms for particular groups will not be acceptable; neither will colloquial language which may be perceived as disparaging by the recipient.

All relevant publicity will state that Music in the Minster operates a policy of encouraging, enabling and ensuring equality & diversity for all.

## **Inclusion and Access**

Access to premises will always be considered when new properties are used with a view to ensuring that all our users are able to enjoy use of facilities and, in accordance with the limits of legal requirements, that no person is prevented from accessing services or employment by reason of disability or other form of personal difference.