

Comberton Village Institute Trust

Charitable Incorporated Organisation 1189495

Equal Opportunities Policy

The Comberton Village Institute Trust (CVIT) acknowledges that the United Kingdom is diverse in culture, race beliefs and religion and believes that no individual or group of people should receive less favourable treatment on the grounds of sex, gender (including gender reassignment), age, colour, race, nationality, racial or national origins, cultural heritage, disability, marital status, social background, sexual orientation, religion or belief, political persuasion or pregnancy and maternity (including breast feeding). The CVIT values diversity and recognises that everyone has a contribution to make to our society and a right to equal opportunity.

This document sets out the positive action to be taken in order to combat direct and indirect discrimination in employment policy, management of the Trust, relationships with other bodies and the services it provides to the community, community organisations and individuals.

Our Commitment

It is the responsibility of all trustees, employees and volunteers to ensure that no trustee, volunteer, job applicant, employee, hirer, user, organisation or individual having contact with CVIT receives less favourable treatment than another on the grounds listed above.

We commit to creating an environment in which individual differences and the contributions of all of our trustees, employees, volunteers, hirers and users are recognised and valued and in which everyone is treated with dignity and respect.

Policy Implementation

We aim to promote equal opportunities and to eliminate discrimination and harassment through the following:

- The CVIT will act at all times without prejudice, favour or discrimination when deciding on requests for use and hire of the hall providing they meet the objectives of the charitable purpose of the CVIT and do not breach regulations designed to protect the safety of all.
- Selection for employment/volunteering will be on the basis of aptitude and ability. We will design our advertisements to make it clear that life experience as well as formal qualifications and work experience is valid. The CVIT committee and workforce is never likely to be large enough to reflect the full diversity of society; however, we will do everything we can to ensure that those we do employ or who volunteer with us share our belief in the value of everyone and reflect that belief in their contributions.

- We are committed to ensuring equal pay for equal work. Where differences in pay are identified, we will take action to address them.
- All trustees, employees, volunteers, hirers, users and tradespeople will be treated fairly and with respect. Language or humour that people find offensive will not be used or tolerated.
- We will always take reasonable steps to prevent the sexual harassment of trustees, employees, volunteers, hirers and users in the course of their work, employment or use of the village hall.
- We will monitor all activities to ensure that we are serving the needs of as many communities and groups as possible.
- CVIT premises will be reviewed regularly so that access and use by everyone, including trustees, employees, volunteers and users with disabilities, can be maintained and improved where necessary.
- The CVIT will bring to the attention of all trustees, employees, volunteers, hirers and users the existence of this policy and will provide such guidance as is necessary to ensure that the policy is effective and that everyone is aware of it.
- Trustees, employees and volunteers will report incidents of discrimination against any individual or group of individuals to the CVIT Chairman and will encourage others to do the same.

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The trustees of the CVIT have affirmed their agreement with and commitment to this policy. The policy will be monitored and reviewed annually.

Adopted by the trustees on

Signed Dr B J McCabe (Chairman)