

Equality & Diversity Policy

Promoting Fairness, Inclusion and Opportunity



Ratified at the meeting of the Scottish Volleyball Association Executive Board
(Date pending – insert date here)

(Signature)

Mr Colin McGinlay, SVA President

1 STATEMENT OF INTENT

- 1.1 The Scottish Volleyball Association (the Association)** will endeavour through our policies, procedures, actions and decision-making to ensure that no person (employee, volunteer, member or participant) who is part of the Association or who comes into contact with the Association, receives less favourable treatment on the grounds of race, gender, disability, sexual orientation, religious or political belief, age or social background.

2 PURPOSE OF THE POLICY

- 2.1 The Scottish Volleyball Association** recognises that certain sections of the community have been affected by past discrimination and may be denied the opportunity to participate equally and fully in sport at all levels.
- 2.2** This policy has been produced to prevent/tackle any potential/current discrimination or other unfair treatment, whether intentional or unintentional, direct or indirect, against its employees, members, volunteers, participants or persons who come into contact with the Association.

3 ACTIONS

- 3.1 The Scottish Volleyball Association** will produce and maintain an action plan to ensure the intent of this policy is delivered.
- 3.2** All areas of the organisation will be affected by this action plan, which will be incorporated in to the overall business delivery plan, itself reviewed and updated on an annual basis.
- 3.3 The Scottish Volleyball Association** recognises that, in some cases, to achieve the principle of equity, unequal effort is required and, if appropriate, will consider positive action to tackle under-representation, on a case by case basis.

4 LEGAL REQUIREMENTS

- 4.1** Additional to the intent set out within this policy, **The Scottish Volleyball Association** recognises its obligations in relation to a suite of Parliamentary Acts, the most pertinent of which are detailed below.

- The Scotland Act 1998
- The Equal Pay Act 1970
- The Sex Discrimination Act 1975
- The Sex Discrimination Act 1986
- The Sex Discrimination (Gender Reassignment) Regulations 1999
- The Race Relations Act 1976
- The Disability Discrimination Act 1995
- The Human Rights Act 1998

- The Race relations Amendment Act 2000
- The Employment Equality (Religion or Belief) Regulations 2003
- The Employment Equality (Sexual Orientation) Regulations 2003
- The Gender Recognition Act 2004
- The Civil Partnership Act 2004
- Any later amendments to the above Acts/regulations, or future Acts/regulations that are relevant to **The Scottish Volleyball Association**.

5 DISCRIMINATION, HARASSMENT AND VICTIMISATION

5.1 Discrimination can take the following forms:

5.1.1 *Direct Discrimination*. This means treating someone less favourably than you would treat others in the same circumstances.

5.1.2 *Indirect Discrimination*. This occurs when a requirement or condition is applied equally to all, which has a disproportionate and detrimental affect on one sector of society, because fewer from that sector can comply with it and the requirement cannot be justified in relation to the task(s) at hand.

5.1.3 When decisions are made about an individual, the only personal characteristics taken into account will be those which, as well as being consistent with relevant legislation, are necessary to the proper performance of the task(s) involved.

5.2 *Harassment is described as* Inappropriate actions, behaviour, comments or physical contact that is objectionable or causes offence to the recipient. It may be directed towards people because of their race, gender, disability, sexual orientation, religious or political belief, age, social background or some other characteristic.

5.2.1 **The Scottish Volleyball Association** is committed to ensuring that its employees, members, participants and volunteers are able to conduct their activities free from harassment or intimidation.

5.3 *Victimisation is defined as* When someone is treated less favourably than others because he or she has taken action against **The Scottish Volleyball Association** under one of the relevant Acts/regulations (as previously outlined) or provided information about discrimination, harassment or inappropriate behaviour.

5.4 **The Scottish Volleyball Association** regards discrimination, harassment or victimisation, as described above, as serious misconduct and any employee, volunteer or member who discriminates against, harasses or victimises any other person will be liable to appropriate disciplinary action.

6 RESPONSIBILITY, IMPLEMENTATION AND COMMUNICATION

6.1 The following responsibilities will apply:

6.1.1 The Executive Board is responsible for ensuring that this Equity Policy is followed.

6.1.2 The Chief Executive has the overall responsibility for the implementation of the Equity Policy.

6.1.3 A specific member of staff, designated by the Chief Executive, has the overall responsibility for achieving the equity action plan as this will form part of their work programme.

6.1.4 All employees, volunteers and members have responsibilities to respect, act in accordance with and thereby support and promote the spirit and intentions of the policy and, where appropriate, individual work programmes will be amended to include equity related tasks.

6.2 The Equity Policy will be implemented immediately following Board agreement and, at a corporate level, will result in the following:

6.2.1 A copy of this document will be available to all staff (both permanent and contract), members and volunteers of **The Scottish Volleyball Association**.

6.2.2 **The Scottish Volleyball Association** will take measures to ensure that its employment practices are non-discriminatory.

6.2.3 No job applicant will be placed at a disadvantage by requirements or conditions which are not necessary to the performance of the job or which constitute unfair discrimination.

6.2.4 A planned approach will be to gather information to identify barriers and take the necessary actions to eliminate them.

6.2.5 Ensure that consultants, contractors and advisers used by **The Scottish Volleyball Association** can demonstrate their commitment to the principles and practice of equity and that they abide by this policy.

6.3 The Equity Policy will be communicated in the following ways:

6.3.1 The Equity Policy will be part of future staff handbooks and reference will be made to it in the Code of Conduct.

6.3.2 It will be covered in all staff and volunteer induction training.

6.3.3 All members will be made aware of the policy's existence when they join and a summary of any revisions will be published in **The Scottish Volleyball Association** member communications.

6.3.4 It will be available on the **Scottish Volleyball Association** Website.

6.3.5 At time of review, a mechanism will be put in place to allow all staff, members and volunteers to be part of the process.

7 MONITORING AND EVALUATION

7.1 Once approved, the policy will apply for 3 years before a formal review takes place, unless any proposal to the Board, or legislation change, requires an interim review and/or amendment.

7.2 The equity action plan, created to ensure the intent of the policy is delivered, will be reviewed by the Chief Executive and the member of staff with the responsibility for its implementation, on a six-monthly basis and findings will be reported to the board.

7.3 On an annual basis, statistical information on the profile of staff and board members will be produced by the Chief Executive for the Board, and will be published internally and externally, to show the impact of this policy on the SVA's members.

8 DISCIPLINARY AND GRIEVANCE PROCEDURES

8.1 The principles of equity outlined in this policy sit within the wider ethical framework as delineated in the **Scottish Volleyball Association** Code of Conduct.

8.1.1 In accordance with the **Scottish Volleyball Association** Code of Conduct an employee, volunteer or member who believes he/she has suffered inequitable treatment within the scope of this policy may raise the matter through the **Scottish Volleyball Association** Complaints and Dispute Resolution Policy.

8.2 Appeals of initial findings are provided for through **The Scottish Volleyball Association** Appeals Policy.