

# THE NORTHERN CLUB



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## EQUAL OPPORTUNITIES POLICY

### **Purpose**

The purpose of this Policy is to communicate our commitment to equality of opportunity in employment by ensuring that all employees and job applicants are treated fairly and equally, and to support the club's objective of providing a working environment that is free from all forms of discrimination.

The policy applies to all employees including part time staff and also others such as temporary workers and contractors. All employees and others are expected to put this policy into practice.

A copy of this policy will be distributed to all employees and will also be placed on the club notice board and on the club website.

This policy does not form part of employees' contracts of employment and the club may amend it at any time.

### **Policy Statement**

The club is fully committed to providing equality in the workplace and all opportunities for , and during employment, will be afforded to individuals fairly and irrespective of age, disability, gender, gender reassignment, marital or civil partnership status, pregnancy or maternity, race including colour , ethnic or national origins and nationality, religion or belief, or sexual orientation. We aim to create a working environment that is free from discrimination, harassment or victimisation in any form and in which all employees and club members, associate members and guests are treated with dignity and respect.

The club will not unlawfully discriminate in the arrangements we make for recruitment and selection or in the opportunities for employment, training or any other benefit.

### **Specific Responsibilities**

The club has overall responsibility for the effective operation of this policy and for compliance with the Equality Act 2010 and associated legislation.

The House Chairman is responsible for monitoring and reviewing the policy and for ensuring that all employment-related policies, procedures and practices adhere to this policy.

All employees have a responsibility not to discriminate against or harass or victimise other employees , members, associate members or guests and to report any such behaviour of which they become aware to the House Chairman.

All club officials are responsible for implementing the policy and must apply the policy as part of their day to day management of the club.

### **Creating equal opportunities in the workplace.**

There are a number of ways in which the club aims to ensure equal opportunities including :

#### **Recruitment and selection**

Procedures will be free from bias or discrimination and decisions will be based on aptitude and ability.

#### **Career Development**

All employees will be encouraged to develop their full potential and we will not unreasonably deny an employee access to training or other career development opportunities.

#### **Terms and conditions**

Terms and conditions of service will be applied fairly and benefits and facilities will be made available to all employees who should have access to them.

#### **Employment policies and practices**

The club aims to ensure that employment policies and practices are applied in a non-discriminatory manner.

The club will consider making appropriate reasonable adjustments to the working environment or any work arrangements which would alleviate any substantial disadvantage caused to disabled employees.

#### **Raising a complaint**

If you believe that you have been discriminated against , harassed or victimised you should raise the matter with a club official.

August 2018.

