

Equality & Diversity Policy

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1. INTRODUCTION

1.1 The Equality & Diversity policy demonstrates the commitment of Yeovil Town Community Sports Trust to equality of opportunity for staff, volunteers, participants, partners and customers and sets out our equality principles.

1.2 Equality of opportunity is an important aspect of the Trust because we want to create an environment in which everyone is able to achieve their full potential, and the Trust celebrates the diversity of its community and the wider national and international environment.

1.3 We strive to ensure that the Trust environment is free of harassment and bullying and that everyone is treated with dignity and respect at all times. To support this, we have a Dignity at Work Policy within our Staff Code of Conduct and a separate participant specific Anti-Bullying Policy.

1.4 Our Trust values set out how we work and behave. We are:

- Passionate and excited about providing opportunities for all.
- Highly responsive to community needs.
- Always aspiring to the highest standards.
- Professional and enterprising.
- Innovative and creative.
- Friendly and welcoming
- An inclusive organisation

2. PURPOSE

2.1 The Trust is fully committed to promoting, maintaining and supporting equality and diversity in all aspects of its work. The Trust aims to create an environment where all individuals have the opportunity to achieve their full potential, and gain a feeling of self-esteem and respect for and from all others. The Trust expresses its opposition to all forms of inequality and discrimination.

2.2 The Trust has statutory duties under UK law to promote equality of opportunity between people of different groups.

2.3 This policy assists the Trust to put its commitment into practice. Staff adherence to this policy should ensure that employees do not commit unlawful acts of discrimination or inequality.

3. SCOPE

3.1 This policy applies to staff, volunteers, participants and customers. Everyone should expect to be treated equally according to need, with dignity and respect and without being subjected to discrimination or harassment.

4. EQUALITY & DIVERSITY AT YEOVIL TOWN COMMUNITY SPORTS TRUST

4.1 Yeovil Town Community Sports Trust works positively and progressively to ensure that no policy, practice, procedure or action puts any group of people at an unfair advantage or supports discrimination.

4.2 In particular the Trust acknowledges that it is unlawful to discriminate directly or indirectly against employees and potential employees, volunteers and potential volunteers, participants and potential participants, and any other person, who have one or more of the nine 'protected characteristics' defined in the Equality Act 2010.

4.3 The 9 protected characteristics are:

- Age
- Disability
- Gender reassignment
- Race

- Religion or belief
- Sex
- Sexual orientation
- Marriage and civil partnership
- Pregnancy and maternity

4.4 Yeovil Town Community Sports Trust will not tolerate any acts of unlawful discrimination and will take appropriate action, as laid down in its policies and procedures, if it is made aware that an unlawful act, or possible unlawful act, has been committed.

There are limited circumstances, referred to as 'Genuine Occupational Qualification', when an employer such as the Trust can, in certain circumstances, advertise for and recruit a person from a particular protected characteristic because of the particular requirements of a specific job role.

The categories of discrimination as listed in the Equality Act 2010 are:

i) Direct discrimination

Where a person is treated less favourably than another because of a protected characteristic.

ii) Indirect discrimination

Where a provision, criterion or practice is applied that is discriminatory in relation to individuals who have a relevant protected characteristic such that it would be to the detriment of people who share that protected characteristic compared with people who do not, and it cannot be shown to be a proportionate means of achieving a legitimate aim.

iii) Harassment

Where there is unwanted conduct, related to one of the protected characteristics that has the purpose or effect of violating a person's dignity; or creating an intimidating, hostile, degrading, humiliating or offensive environment. Harassment may apply either directly or indirectly to staff, volunteers, participants & customers because of one of the protected characteristics.

iv) Associative discrimination

Where an individual is directly discriminated against or harassed for association with another individual who has a protected characteristic.

v) Perceptive discrimination

Where an individual is directly discriminated against or harassed based on a perception that he/she has a particular protected characteristic when he/she does not, in fact, have that protected characteristic.

vi) Victimization

Where an employee is subjected to a detriment, such as being denied a training opportunity or a promotion because he/she made or supported a complaint or raised a grievance under the Equality Act 2010, or because he or she is suspected of doing so. However, an employee is not protected from victimisation if he or she acted maliciously or made or supported an untrue complaint.

4.4.1 The protected characteristics of marriage and civil partnership, and pregnancy and maternity are not currently covered in the areas of:

- Harassment
- Associative discrimination
- Perceptive discrimination

4.5 Trust staff will not discriminate or harass a participant, customer or member of the public in the provision of goods, facilities or services.

4.6 We will make reasonable adjustments to overcome barriers to using services caused by the 9 protected characteristics. A reasonable adjustment may include the removal, adaption or alteration of physical features.

4.7 Anyone who feels they have experienced harassment or bullying by customers, suppliers, visitors, staff, volunteers, participants or others should notify their manager or if this is not possible, speak to the Equality and Diversity Director

4.8 Promoting equality of opportunity is important at Yeovil Town Community Sports Trust and integrated into all activities undertaken within the Trust, from Strategic and Operational Planning, development, delivery and recruitment and employment of staff. We also ensure equality of opportunity is an integral part of new ventures.

4.9 The Trust also seeks to raise awareness of the nine protected characteristics and will seek opportunities to celebrate the diversity of the Trust, community and wider world.

5. ROLES AND RESPONSIBILITIES

5.1 As members of the community we all have a responsibility to work towards equality of opportunity in all 9 equality protected characteristics by treating people equally and valuing the diversity of others.

5.2 All staff have a responsibility to work co-operatively with others at all times. Individual members of staff can be held personally liable as well as, or instead of, the Trust for any act of unlawful discrimination. Staff who commit serious acts of harassment may be guilty of a criminal offence. Acts of discrimination, harassment, bullying or victimisation against others are disciplinary offences and will be dealt with under the Trust's disciplinary policy. Discrimination, harassment, bullying or harassment may constitute gross misconduct and could lead to dismissal without notice.

Specific responsibilities for Equality & Diversity are set out for groups of staff:

- Directors/Trustees will lead by example, challenge what we do and how we do it with regards to equality & diversity with staff and participants.
- The Manager will establish good working relationships with all staff within their teams and respond to any issues that arise in terms of participant concerns. The Manager will manage staff in an equal, fair and appropriate way to ensure no form of favouritism, discrimination or unfair advantage is permitted.
- Staff will work harmoniously with all other staff, participants, customers and other people and uphold the high standards expected of equality & diversity. Staff will report any concerns about equality issues so that management can take action to rectify and provide a supportive environment for staff, participants and other people.
- Participants are expected to adhere to the Participant Code of Conduct, which seeks mutual respect for all and tolerance of different faiths and beliefs, and offers participants' equality of opportunity regardless of protected characteristics.

6. EQUALITY STATEMENTS

6.1 Yeovil Town Community Sports Trust promotes equality of opportunity to all staff, volunteers, participants and customers in accordance with current legislation such as the Equality Act 2010, and will continue to review and amend this policy and our practices as required under legislation and case law.

6.2 Yeovil Town Community Sports Trust believes in equality of opportunity in all its activities including the delivery of training, education, projects/programmes, employment and recruitment.

6.3 Wherever practicable the Trust will accommodate cultural and religious needs of staff, volunteers, & participants by making reasonable adjustments when required.

7. INDUCTION & STAFF DEVELOPMENT

7.1 Yeovil Town Community Sports Trust will provide a range of CPD (continuing professional development) activities to staff and managers both at induction and during employment to ensure equality and diversity is central to their understanding of workplace activities and people management.

8. RECRUITMENT OF STAFF

8.1. We recruit our staff from a variety of labour markets including local, regional, national and international communities. We have a range of methods for doing this including advertising in newspapers, noticeboards and the internet.

8.2 We undertake equality monitoring on the protected characteristics to allow us to understand who our candidates are and which candidates progress to interview and job offer and to enable us to identify if there are any areas of concern within our recruitment processes which prevent or discourage candidates from any particular protected characteristic from applying or progressing through our recruitment process.

10. REVIEW OF POLICY

10.1 The Equality & Diversity Policy is reviewed in line with legislative changes and case law and is also formally reviewed on an annual basis.

10.2 The process used to formally review the policy will include:

- Identification of amendments in accordance with legislative requirements and good practice
- The draft policy will be passed to the Board of Directors/Trustees for consideration, comments & adoption. Adoption of the policy will be recorded in Board meeting minutes.
- The final policy will then be published and communicated to all staff

10.3 All Trust Policies are designed to promote equality, diversity and inclusion, so this policy should not be read in isolation and should be cross-referenced with all Trust policies and procedures, including (but not limited to):-

Staff Handbook
Trustees Handbook
Volunteer Handbook
Staff Code of Conduct
Safer Recruitment Policy
Induction Policies
Whistleblowing Policy
Anti Bullying & Harassment Policy
Anti-Bullying (Peer to Peer) Policy
Cyberbullying Guidelines for Staff & Volunteers
Participants Code of Conduct
Spectator/Parents/Guardians/Carers Code of Conduct
Data Protection Policy
Internet & Social Media Policy

Signed: *Jamie Phillip*

Jamie Phillip, CEO, Yeovil Town Community Sports Trust

Date: 01/01/2026 (Updated annually)