



# Newark Hockey Club

## Equality Policy

March 2014



**This policy supersedes the Newark Hockey Equity Policy Club.**

Newark Hockey Club is fully committed to the principles of equality of opportunity and is responsible for ensuring that no employees, job applicants, office holders, volunteers, consultants, members within its jurisdiction are unlawfully discriminated against because of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race (including ethnic origin, nationality and colour), religion or belief, sex and sexual orientation.

Newark Hockey Club and its members will abide by England Hockey's Equality Policy (Appendix 1) and will encourage other Stakeholders, including clubs, affiliated associations, to adopt and/or demonstrate their commitment to the principles and practice of equality as set out in this Equality Policy.

### **1. Conduct**

Newark H.C. regards discrimination and harassment as outlined above as gross misconduct and any member of Newark H.C. who so discriminates against any other person shall be liable to appropriate disciplinary action as per the Disciplinary & Complaints policies.

### **2. Implementation**

A copy of the policy shall be available to all members of Newark H.C. All these persons shall respect, act in accordance with and thereby support and promote the spirit and intentions of this policy.

Newark H.C. shall be committed to working only alongside those individuals or organisations who are prepared to demonstrate the principles and practice of equity as laid out in this document.

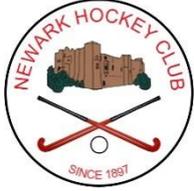
The Club Chairman shall have overall responsibility for this policy. The Club Committee shall be responsible for implementing this policy.

### **3. Positive action**

Newark H.C. may take positive action or introduce special measures for a group that is currently under-represented in its membership or representative bodies.

### **4. Monitoring & evaluation**

This policy will be reviewed every three years, unless any change to legislation or England Hockey policies requires an interim review and/or amendment.



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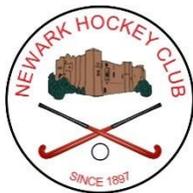
Newark H.C. shall regularly monitor and evaluate the policy, practices, procedures and operations on an ongoing basis and inform members of their impact.

**Signed (Club Chairman):** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Print Name:** \_\_\_\_\_

**Signed (Club Secretary):** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Print Name:** \_\_\_\_\_



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## Appendix 1

### 1. Policy Objectives

- 1.1 England Hockey (England Hockey) is fully committed to the principles of equality of opportunity and is responsible for ensuring that no employees, job applicants, office holders, volunteers, consultants, members within its jurisdiction (together "Stakeholders") are unlawfully discriminated against because of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race (including ethnic origin, nationality and colour), religion or belief, sex and sexual orientation (together the "Protected Characteristics").
- 1.2 England Hockey aims to ensure that there will be open access to all those who wish to participate in any aspects of hockey activities and those Stakeholders are treated fairly, equally and with respect.
- 1.3 In addition England Hockey recognises that we live in a diverse society and will endeavour to ensure that all Stakeholders are given the same opportunities regardless of their socio-economic backgrounds.
- 1.4 Internally, England Hockey is fully committed to the elimination of unlawful and unfair discrimination and values the differences that a diverse workforce brings to the organisation. Equality will also be promoted as part of England Hockey's Behaviour and Values.
- 1.5 England Hockey encourages other Stakeholders, including member clubs, affiliated associations, to adopt and/or demonstrate their commitment to the principles and practice of equality as set out in this Equality Policy.
- 1.6 The policy sits alongside all other England Hockey policies and regulations including but not limited to the 'Respect' Code of Ethics and Behaviour and adherence will be managed through the "Respect" Code of Ethics and Behaviour.

### 2. Purpose of the Policy

- 2.1. This Policy has been produced to try to address and prevent any unlawful discrimination or other unfair treatment, whether intentional or unintentional, direct or indirect, against Stakeholders that may preclude them from participating fully in any aspect of hockey.
- 2.2. Equality is about respecting people's individuality. In doing so England Hockey recognises that this Policy must provide flexibility in order to ensure a service, which is adaptive to individuals' needs, thus enabling all in our society to participate without prejudice or unnecessary barriers.



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### 3. Legal Requirements

- 3.1. England Hockey is required by law not to unlawfully discriminate against its Stakeholders and recognises its legal obligations under, and will abide by the requirements of, the Equality Act 2010, and any equivalent legislation (as amended) in any UK jurisdiction, Jersey, Guernsey or the Isle of Man and any later amendments to such legislation or subsequent equality related legislation that may be relevant to England Hockey.
- 3.2. England Hockey will seek advice each time this Policy is reviewed to ensure it continues to reflect the current legal framework and good practice.

### 4. Discrimination, Harassment and Victimisation

- 4.1 England Hockey recognises the following as being unacceptable:

- 4.1.1 Unlawful discrimination which can take the following forms:

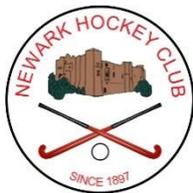
Direct Discrimination: treating someone less favourably than you would treat others because of a Protected Characteristic.

Indirect Discrimination: applying a provision, criterion or practice which, on the face of it, applies equally to all but which, in practice can disadvantage individuals with a particular Protected Characteristic. Such requirements or conditions are lawful only if they can be objectively justified.

- 4.1.2 Harassment: engaging in unwanted conduct relating to a relevant Protected Characteristic or unwanted conduct of a sexual nature where the conduct has the purpose or effect of violating the recipient's dignity or creating an intimidating, hostile, degrading, humiliating or offensive environment for the recipient, or any other individual affected by such conduct. England Hockey is committed to ensuring that its Stakeholders are able to conduct their activities free from harassment.

- 4.1.3 Bullying: the misuse of power or position to criticise persistently or to humiliate and undermine an individual's confidence.

- 4.1.4 Victimisation: subjecting someone to a detriment because he or she has in good faith taken action under the Equality Act 2010 (or equivalent legislation) by bringing proceedings, giving evidence or information in relation to proceedings, making an allegation that a person has contravened the



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Equality Act 2010 (or equivalent legislation) or doing any other thing for the purpose of or in connection with the Equality Act 2010 (or any equivalent legislation).

4.1.5 England Hockey regards discrimination, harassment, bullying or victimisation, as described above, as serious misconduct. All complaints against Stakeholders will be taken seriously and appropriate measures, which may including disciplinary action being brought against any Stakeholder who unlawfully discriminates against, harasses, bullies or victimises any other person.

### **5. Reasonable Adjustments**

5.1. When any decision regarding reasonable adjustments is made about an individual, the only personal characteristics that may be taken into account are those that are consistent with any relevant legislation and are relevant to the substance of the decision being made.

5.2. England Hockey recognises that it has a duty to make reasonable adjustments for disabled persons. England Hockey will consider all requests for adjustments and where possible will accommodate reasonable requests and will work with disabled Stakeholders to implement any adjustments that will enable them to participate more fully in hockey related activities. In addition, when acting as a service provider, England Hockey has an obligation to think ahead and address any barriers that may impede disabled people from accessing its services.

### **6. Transgender Athletes**

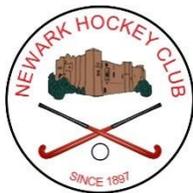
England Hockey considers that hockey is a gender affected sport under the Equality Act 2010 and refers any transgender athletes to its policy relating to participation by transgender persons.

### **7. Responsibility, Implementation and Communication**

7.1. The following responsibilities will apply:

7.1.1. The Board of England Hockey is responsible for ensuring that this Equality Policy is implemented, followed and reviewed when appropriate. The England Hockey board is also responsible for ensuring that this Equality Policy is enforced and any breaches are dealt with appropriately. The Chief Executive has the overall responsibility for the implementation of the Equality Policy although this will be managed by the Finance and Administration Director.

7.1.2. A member of the Board will be appointed as the "Equality Champion" and will ensure that equality is included as an agenda item at Board meetings when appropriate and that the Board takes equality issues into consideration when making decisions.



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7.1.4. The Ethics and Compliance Manager, reporting to the Finance and Administration Director, will have the overall day-to-day responsibility for the implementation of this Equality Policy and for achieving any equality related actions resulting from it. The Ethics and Compliance Manager's work programme will reflect this. If required, an internal and/or external equality group will be created to provide additional support.

7.1.5. All Stakeholders have responsibilities to respect, follow and promote the spirit and intentions of this Equality Policy. Individual work programmes for England Hockey employees will be amended to include equality related tasks where appropriate.

7.2. This Equality Policy will be implemented as follows:

7.2.1. England Hockey will regularly review its employment practices to ensure continuing compliance with relevant legislation, and where possible good practice. All job packs sent out by England Hockey will contain a statement regarding equal opportunities.

7.2.2. No applicant for any post (including job applicants, consultant advisers and suppliers) will be placed at a disadvantage by requirements or conditions which are not necessary to the performance of the job or which constitute unlawful discrimination.

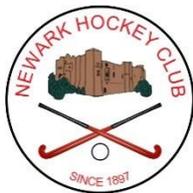
7.2.3. All Stakeholders will be required to adhere to this policy. Partner organisations to England Hockey will be required to abide by the principles of this Equality Policy and it will be referred to in any service level agreements or contracts issued by England Hockey.

7.3. This Equality Policy will be communicated in the following ways:

7.3.1. The Policy will be included in any employee handbook (or equivalent paper or electronic document). Reference will be made to this Equality Policy in any 'Respect' Code of Ethics and Behaviour.

7.3.2. The Policy will be highlighted in all staff and volunteer inductions carried out by England Hockey;

7.3.3. A copy of this Equality Policy will be publicly available on the England Hockey website and copies in other formats will also be available from England Hockey Head Office. All Stakeholders will be made aware of the Policy and will be responsible for disseminating to their members when they join;



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7.3.4. England Hockey will promote continuing professional development for all employees and volunteers to support equal opportunities within the organisation and, where appropriate, provide specialist facilities, adapted conditions, equipment or training.

### **8. Commitment to Action**

8.1. England Hockey will review, maintain and monitor an Equality Action Plan to ensure the objectives of this Equality policy are consistently delivered throughout all areas of the organisation.

8.2. England Hockey recognises that, in some cases, to further the principle of equality, an unequal distribution of resource is required. If appropriate, and proportionate, England Hockey may take positive action or introduce special measures to assist any group with a Protected Characteristic which is currently underrepresented within any group of Stakeholders.

8.3. England Hockey is committed to providing appropriate training opportunities as detailed within the Equality Action Plan.

### **9. Monitoring and Evaluation**

9.1. This policy will be reviewed every three years, unless any proposal to the Board, or legislation change, requires an interim review and/or amendment.

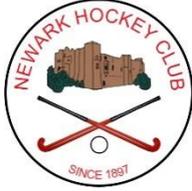
9.2. This Equality Policy will remain in force until it is amended, replaced or withdrawn.

9.3. The Equality Action Plan, created to ensure the objectives of this Equality Policy are delivered, will be reviewed by the Finance and Administration Director and the Ethics and Compliance Manager regularly, but in any event not less than once every 12 months.

9.4. On an annual basis, statistical and, if appropriate qualitative, information will be collected and a report will be produced by the Finance and Administration Director for the Board. Once approved by the Board the report will be published internally and externally (with due regard the sensitivity of the information), to show the impact of this Equality Policy, implementation of the Equality Action Plan and progress towards achieving the Equality Standards.

### **10. Disciplinary and Grievance Procedures**

10.1. To safeguard individual rights under this Equality Policy, any Stakeholder who believes they have suffered inequitable treatment within the scope of this Equality Policy may raise the matter



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through the appropriate procedure, either the employee Grievance Procedure or the Disrepute Regulations as part of the 'Respect' Code of Ethics and Behaviour.

10.2. Appropriate disciplinary action will be taken against any England Hockey Stakeholder who violates this Equality Policy under the employee Disciplinary Procedure or the England Hockey Disrepute Regulations as part of the 'Respect' Code of Ethics and Behaviour.

10.3. An individual raising an employee grievance will not be penalised for doing so unless it is untrue and not made in good faith.

10.4. As with all disciplinary and grievance procedures, the final point of appeal relating to this policy is the Board appeals committee.

### **Other England Hockey policies and procedures**

#### **For staff** (as part of the staff handbook)

- Disciplinary Procedure
- Grievance Procedure
- Personal Harassment Procedure

#### **For members** (available from England Hockey website and on request)

- 'Respect' Code of Ethics and Behaviour including associated Disrepute Regulations
- Transgender Policy
- Pregnancy Policy

### **Definitions**

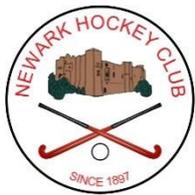
Within this policy and all future terminology England Hockey will use the following definitions:

**Equality** in sport is about fairness, equality of access, recognising inequalities and taking steps to address them. It is about evolving the culture and structure of hockey to ensure that it becomes equally accessible to all members of society, whatever their age, gender, ability, race, religion/belief, ethnic origin, colour, nationality, social status or sexual orientation.

**Sports Equality** is about an individual's and organisation's responsibility to challenge discriminatory practice and promote inclusion

**Equal Opportunities** is the policy of treating employees and others without discrimination relating to the Protected Characteristic

**Equality of Opportunity** is about treating individuals equally, which is not necessarily the same as treating them the same. In some cases the need for equality may require unequal effort to ensure the principle is achieved.



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**The Equality Standards** are owned by the 5 Sports Councils through the Sports Councils Equality Group (SCEG)