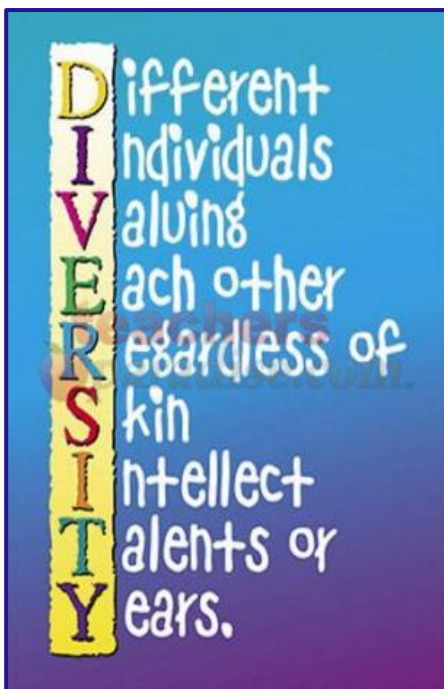




Welcombe Radio

Stratford upon Avon, Our Community on the Radio

Equality and Diversity Policy



Why it is important that you read this document so that you can understand Welcombe Radio's commitment to this policy.

We advise any potential volunteer to make sure they understand our commitment to this policy. If you feel that you cannot give such a commitment then we recommend that you do not become a volunteer at Welcombe Radio.

This policy outlines,

- It describes the types of discrimination as defined in the Equalities Act 2010.
- How the Law applies to YOU and all Welcombe Radio volunteers and describes your responsibilities.
- Our Volunteering Practices.

This policy informs how each of us interacts with anyone involved with Welcombe Radio whether a volunteer or guest.

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Introduction:

Equality, diversity and inclusion are at the heart of Welcombe Radio's ethos⁴ and commitment to ensuring equality of opportunity and equal treatment for, all volunteers, programme presenters, their guests and our local population. We actively encourage all in terms of the management of Welcombe Radio, access to broadcasting and providing guidance on anti-discriminatory practice. As part of our vision, we seek to:

- understand, value and work constructively with diversity to enable fair and full participation in all activities
- ensure that there is no unjustified discrimination in our recruitment, selection, management and other processes
- ensure actions that promote equality
- treat volunteers and guests with whom we work with fairness, dignity and respect
- play our part in removing barriers and redressing imbalances caused by inequality and unjustified discrimination.

This policy sets out to outline and give guidance as to how we can fulfil this vision and using our increasing knowledge and experience contribute to local equality, diversity and inclusion.

1.0: Definitions

1.1 Equality and Diversity

Is the current term used for 'Equal Opportunities'. It is the legal obligation to protect against discrimination. Equality refers to, 'equal rights and treatment to all individuals.'

Diversity is seen as the, 'difference from what is normal or expected'. This means valuing the differences between people and the ways in which those differences can contribute to a richer, more creative and more productive working environment.

1.2 Equal opportunities

Equal opportunities or equality of opportunity, may be defined as ensuring that everyone is entitled to freedom from discrimination. There are two main types of equality encompassed in equal opportunities. Equality of treatment is concerned with treating everyone the same. Equality of outcome focuses on policies that either have an equal impact on different groups or intend the same outcomes for different groups.

1.3 Assumptions

Assumptions are the judgements made, or opinions held, about people. However, assumptions become problematic when they are based on partial or flawed information, or where the attributes commonly ascribed to particular groups of people are applied to individuals. Actions that are taken as a result of any erroneous assumptions could result in discriminatory behaviour.

The definitions below are actions related to when equality and diversity is not practiced.

1.4 Bullying

Bullying can be defined as offensive behaviour which violates a person's dignity, or creates an intimidating, hostile, degrading or offensive environment, or which humiliates or undermines an individual or group. Such behaviour can be vindictive, cruel or malicious. Bullying is generally considered to be a form of harassment that is not directly related to discrimination. For example, the law explicitly covers sexual and racial harassment but at present it does not explicitly cover bullying. Bullying can take various forms, from name calling, sarcasm, teasing, and unwarranted criticism, to threats of violence or actual physical violence.

1.5 Harassment

Harassment is unwanted conduct which may create the effect of violating a person's dignity or creating an intimidating, hostile, degrading, humiliating or offensive environment which interferes with an individual's learning, working or social environment or induces stress, anxiety, fear or sickness on the part of the harassed person. Differences of attitude, background or culture and the misinterpretation of social signals can mean that what is perceived as harassment by one person may not seem so to another; nevertheless, this does not make it acceptable.

The defining features are that the behaviour appears or feels offensive, humiliating, hostile or intimidating to the recipient or would be so regarded by a reasonable person.

1.6 Discrimination

Discrimination occurs when a person or group of people are treated less favourably than others. Discrimination of this kind can be direct, indirect, intentional or unintentional, and can be carried out by individuals, groups or institutions.

There is a separate Welcombe Radio policy that covers bullying, harassment and discrimination.

2.00: The Law in Relation to Volunteers

The Equality Act 2010 legally protects people from discrimination:²

- at work
- in education

- as a consumer
- when using public services
- when buying or renting property
- as a member or guest of a private club or association

You're also protected from discrimination, if;

- You're associated with someone who has a protected characteristic, e.g. a family member or friend.
- You've complained about discrimination or supported someone else's claim.

Volunteers are legally covered by all aspects of the act **except employment** provision; except in fairly limited circumstances relating to training³.

Welcombe Radio strives to adhere all parts of the act to ensure that all volunteers, guests and visitors are treated equally. If there are issues especially concerning 'disability' e.g. access to the studio and Foundation House facilities, all efforts will be made to support and accommodate assessed needs.

3.00: Scope

This policy applies equally for the protection of all Welcombe Radio volunteers and our guests. WR aims to maintain an environment that promotes and supports equality and diversity. The reading of this policy acts as part of the induction into WR. Where live broadcasts involve guests and or/the public, care must be taken to ensure, as much as possible, that any discriminatory remarks are not broadcast.

Types of discrimination (protected characteristics)' as defined in the Equalities Act 2010.

It is against the law to discriminate against anyone because of,

- age
- being or becoming a transsexual person
- being married or in a civil partnership
- being pregnant or on maternity leave
- disability
- race including colour, nationality, ethnic or national origin
- religion, belief or lack of religion/belief
- sex
- sexual orientation

The policy applies across the range of voluntary work for Welcombe Radio, including those relating to discipline, grievance, harassment and complaints (see related policies).

4.00: Social Inclusion

There is no specific definition of social exclusion, however, socially excluded households are likely to be characterised by their circumstances. These include,

- limited access to employment
- lower incomes
- education and training opportunities
- poor housing
- limited health services
- minimal or high interest financial products and services
- an un-safe neighbourhood

They are also likely to have lower expectations than the norm. Socially excluded groups could be described as the least privileged and can face challenges as a result of ill health, low incomes, being in a minority or marginalised group, lower levels of educational attainment or perhaps worklessness and will typically be living in poverty⁴.

As part of a national initiative on social inclusion⁵. Stratford Upon Avon District Council is part of the overall Warwickshire Scheme.⁶

Welcombe Radio is supporting the six overall, 'Intervention Priorities' and especially number three, which focuses upon, isolation and wellbeing work amongst older members of the community in the area of Stratford-on-Avon. This will not exclude all other groups of socially isolated groups in this area.

5.00: Responsibilities

Welcombe Radio values its volunteers, presenters, their guests, and expects all to be treated in a respectful manner. Accordingly, all have a responsibility to treat others with dignity and respect. **The Welcombe Radio Station Manager** is responsible for providing advice and guidance on equality and diversity issues, and to ensure the policy document is kept up to date.

All volunteers are required to ensure their behaviour is consistent with this policy and we would make our guests aware of this policy and operate within its parameters.

If you believe that you have been discriminated against or you witness what you think is discrimination you should report this to the Station Manager or another member of the management team.

If oral discrimination of any kind occurs during a broadcast the presenter **MUST APOLOGISE IMMEDIATELY ON AIR** and report to the Station Manager or if not available another member of the management team as soon as possible.

6.00: Aims

One of Welcombe Radio's core values is "Ethical Behaviour,"⁷. Welcombe Radio aims to,

- Promote equality of opportunity
- Celebrate and value diversity
- Eliminate unlawful direct and indirect discrimination
- Work towards inclusion of all diverse groups in Stratford upon Avon.

Welcombe Radio will provide equality of opportunity and equal treatment as an integral part of good practice. The organisation is committed to a working environment in which the contribution and needs of everyone are fully valued and recognised. We will support our volunteers, presenters, guest speakers and the public, in not tolerating any inappropriate, violent or abusive behaviour from colleagues, other organisations or customers.

All presenters are responsible for the guests on their programs.

7.00: General Purpose

Welcombe Radio practices will ensure as far as practicable, that volunteers, presenters, guest speakers and the public will not be discriminated against using the defined protected characteristics described below,

- Direct discrimination:
Where someone is treated less favourably than another because they have a protected characteristic
- Indirect discrimination:
When a requirement or a condition is applied which has a detrimental effect on a particular group or individual. This applies even if there was not a deliberate intention to discriminate.
- Associative discrimination:
Direct discrimination against someone because they associate with another person who has a protected characteristic.
- Perceptive discrimination:
direct discrimination against someone because others think they have a protected characteristic even if they do not possess that characteristic.

- Harassment:
Unwanted conduct related to a protected characteristic which violates a person's dignity or creates an intimidating, hostile, degrading, humiliating or offensive environment for them. This applies even if the conduct is not directed at the individual or if they do not have the protected characteristic.
- Third party harassment:
Potential liability for the harassment of staff by others such as clients or customers.
- Victimisation:
When someone is treated badly because they have made or supported a complaint under the Equalities Act or it is thought that they have done so.

8.00: Volunteering Practices

Welcombe Radio aims to promote equality and diversity as a voluntary run radio station and to ensure that no volunteer receives less favourable treatment or is disadvantaged by conditions or requirements that cannot be shown to be justifiable in the context of the policy. Selection, recruitment, training, and working practices will be subject to regular review to ensure that they comply with the Diversity, Equalities and Social Inclusion Policy. All training opportunities will be published widely to all appropriate volunteers and not in such a way so as to exclude particular groups or individuals. Welcombe Radio regards discrimination, abuse, harassment, victimisation or bullying of volunteers, guests or others in the course of work as disciplinary offences that could be regarded as gross misconduct.

9.00: Welcombe Radio as Service Provider

In developing its programs Welcombe Radio will seek to ensure access for its presenters wherever practicable, making specific access arrangements for people with disabilities or learning difficulties, or any other protected characteristic which may apply, such as religion and belief. Welcombe Radio will attempt to ensure that none of its policies discriminate directly or indirectly against any group or individual.

10.00: Data

Welcombe Radio complies with the requirement of the Data Protection Act 1998 and the General Data Protection Regulations 2018 (GDPR).⁸

This policy will be reviewed on an ongoing basis and amended in line with new developments in Equality and Diversity best practice.

Date:

Station Manager : Peter L Keynton-Hook

Signature: _____

Bibliography and References:

1. WR Constitution, (2018)
2. Gov.UK Equality Act 2010: guidance, (2013).
3. NCVO equality and diversity information provided by the Stammering Law firm at <http://www.stammeringlaw.org.uk> .
4. Staffordshire University definition of terms relating to Equality and Diversity, (2013).
5. Warwickshire County Council Equality and Diversity Policy statement, (2017).
6. Stratford Upon Avon District Council 2018 Freedom of Information Scheme, (2018).
7. WR Constitution, (2018)
8. Welcombe Radio Data Policy, (2018).

Document History:

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0.1	Penny Keynton-Hook	Draft for discussion	30/03/2018
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0.3	Chris Last	Editing Check	30/12/2018
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0.5	Peter Keynton-Hook	Editing Front Cover	16/02/2019