



Diversity & Equal Opportunity Policy

interpretations

“Staff” are all members including directors, freelancers, volunteers or anyone working on behalf of deep:black.

“Directors” are those deep:black members that hold a company share of deep:black london.

deep:black is committed to highest standards of working in accordance with the Equality Act 2010 towards the elimination of discrimination on the basis of race and ethnic origin, sex and sexual orientation, marital status, pregnancy and maternity, age, physical and emotional ability, religion and belief, and the promotion of equality of opportunities in employment and programming of our work.

deep:black welcomes a diverse range of perspectives and experiences as an asset to our organisation and our work, and we are committed to creating an inclusive environment for participants, audiences, partners and staff alike.

deep:black actively promotes diversity of our programmes and service users by working with a broad range of partners that help us addressing issues with regards to any form of discrimination and social exclusion.

It is the policy of **deep:black** to make all employment and contract decisions based on the person's ability, experience and qualifications. We will select and promote our staff and make any employment decisions on the basis of their relevant experience, skills, and abilities. Staff (including volunteers) will be encouraged to take advantage of opportunities for training and development where appropriate, relevant and feasible.

Procedure

deep:black is committed to this Diversity and Equal Opportunities Policy and all staff are required to co-operate with these efforts to ensure that the policy is implemented in full.

Monitoring

Where staff and job applicants are asked to complete a form indicating their sex, race and ethnic origin and any disabilities, **deep:black** guarantees that this information will only be used for the purpose of complying with our legal obligations and for reviewing the effectiveness of our Diversity and Equal Opportunities Policy.

Where service users are asked to complete a form denoting their sex, race and ethnic origin and any disabilities, **deep:black** guarantees that this information will only be used for the purpose of complying with our legal and funding obligations and for reviewing the effectiveness of its Diversity our Equal Opportunities Policy.

Positive Action

The composition of our team including volunteers and freelance artists/facilitators and of job applicants will be monitored on a regular basis. Should we become aware of

inequalities, we may decide to take positive action to redress the imbalance and to encourage job applications from under-represented groups, including measures like:

- advertising jobs in ethnic or female interest publications in addition to those publications that are more commonly used, as appropriate;
- working with partners representing diverse groups to reach out to their audiences and if appropriate offer training and support

Discipline

Any complaint against a staff member who discriminates against or harasses any other staff member on the grounds of age, sex, race, colour, sexual orientation, ethnic origin, disability, religion or belief or marital status will be handled in accordance with the ACAS Code of Practice Disciplinary and Grievance Procedures. Whenever appropriate and accepted by the staff involved such behaviour may be at first addressed through mediation; if this seems inappropriate or unacceptable to the staff involved the deep:black directors will take further action if the behaviour constitutes gross misconduct it may result in summary dismissal.

Grievances

Any staff member or job applicant who believes he or she has received less favourable treatment on the grounds of age, sex, race, colour, sexual orientation, ethnic origin, disability, religion or belief or marital status is asked to bring their concerns to the attention of the person responsible. If it would be inappropriate to raise it with the person concerned, or the problem is not resolved by being raised with them, staff member should make a complaint to a **deep:black** director who will handle the issue in accordance with the ACAS Code of Practice Disciplinary and Grievance Procedures. Whenever appropriate and accepted by the staff involved such behaviour may be addressed through mediation.

***This policy was approved on 23 April 2011
This policy was last reviewed on 17 October 2014
This policy next be reviewed in: October 2016***

