

EQUALITY, DIVERSITY & INCLUSION POLICY



Section 1 Statement of Intent

This policy is prepared in compliance with the requirements of the Discrimination Law 2013 (Jersey Law). The purpose of this policy is to detail the organisation and arrangements for achieving a workforce who is committed to encouraging equality, diversity and inclusion, and eliminating unlawful discrimination.

The aim is for our workforce to be truly representative of all sections of society and our customers, and for each employee to feel respected and able to give their best.

Jersey Sport - in providing goods and/or services and/or facilities - is also committed against unlawful discrimination of customers or the public.

Section 2 Policy Purpose

This policy's purpose is to:

1. Provide equality, fairness and respect for all in our employment, whether temporary, part-time or full-time
2. Not unlawfully discriminate on the grounds of:
 - age
 - caring responsibilities
 - disability
 - gender reassignment
 - marriage and civil partnership
 - pregnancy and maternity
 - race (including colour, nationality, and ethnic or national origin)
 - religion or belief
 - sex
 - sexual orientation
 - socio-economic background
 - effects of the menopause
 - trade union activity.
3. Oppose and avoid all forms of unlawful discrimination. This includes in:
 - pay and benefits
 - terms and conditions of employment
 - dealing with grievances and discipline
 - dismissal
 - redundancy
 - leave for parents
 - requests for flexible working
 - selection for employment, promotion, training or other developmental opportunities

Section 3 Our Commitment

The organisation commits to:

1. Encourage equality, diversity and inclusion in the workplace as they are good practice and make business sense
2. Create a working environment free of bullying, harassment, victimisation and unlawful discrimination, promoting dignity and respect for all, and where individual differences and the contributions of all staff are recognised and valued.

This commitment includes training managers and all other employees about their rights and responsibilities under the equality, diversity and inclusion policy. Responsibilities include staff conducting themselves to help the organisation provide equal opportunities in employment, and prevent bullying, harassment, victimisation and unlawful discrimination.

All staff should understand they, as well as their employer, can be held liable for acts of bullying, harassment, victimisation and unlawful discrimination, in the course of their employment, against fellow employees, customers, suppliers and the public

3. Take seriously complaints of bullying, harassment, victimisation and unlawful discrimination by fellow employees, customers, suppliers, visitors, the public and any others in the course of the organisation's work activities.

Such acts will be dealt with as misconduct under the organisation's grievance and/or disciplinary procedures, and appropriate action will be taken. Particularly serious complaints could amount to gross misconduct and lead to dismissal without notice.

Further, sexual harassment may amount to both an employment rights matter and a criminal matter, such as in sexual assault allegations. In addition, harassment under the crime (Disorderly Conduct and Harassment) (Jersey) Law – which is not limited to circumstances where harassment relates to a protected characteristic – is a criminal offence.

4. Make opportunities for training, development and progress available to all staff, who will be helped and encouraged to develop their full potential, so their talents and resources can be fully utilised to maximise the efficiency of the organisation.
5. Make decisions concerning staff based on merit (apart from in any necessary and limited exemptions and exceptions allowed under the Equality Act).
6. Review employment practices and procedures when necessary to ensure fairness, and also update them and the policy to take account of changes in the law.
7. Monitor the make-up of the workforce regarding information such as age, sex, ethnic background, sexual orientation, religion or belief, and disability in encouraging equality, diversity and inclusion, and in meeting the aims and commitments set out in the equality, diversity and inclusion policy.

Monitoring will also include assessing how the equality, diversity and inclusion policy, and any supporting action plan, are working in practice, reviewing them annually, and considering and taking action to address any issues.

Section 4 Responsibilities for ED&I

Board Champion or People Committee

Support the accountable officer to represent the views organisation at Board level and conversely the views of the Board to the wider organisation.

Accountable Officer

Lead officer with responsibility for all internal equality, diversity and inclusion matters, as well as the facilitation and delivering of Our Action Plan.

Senior Leadership Team

The senior managers of Jersey Sport will set expectations, contribute to Our Action Plan delivery and role model inclusive behaviour.

All Staff and Volunteers

Employees and volunteers in Jersey Sport have a critical role in developing an inclusive workplace. For example, calling out exclusionary behaviour and treating colleagues with fairness and respect.

Section 5 Disciplinary and Grievance Procedures

Details of the organisation's grievance and disciplinary policies and procedures can be found on the Jersey Sport sharepoint site. This includes with whom an employee should raise a grievance – usually their line manager.

Use of the organisation's grievance or disciplinary procedures does not affect an employee's right to make a claim to an employment tribunal within three months of the alleged discrimination.

Issued By	Jersey Sport Board
Index Code	
Author	Business Support Manager
Date	July 2024

Change History

Version	Date Issued	Issued By	Reason for Change

Approval

Presented to	Approved By	Date
Jersey Sport Board	Jersey Sport Board	18 July 2024