

u3a Todmorden Equality, Diversity and Inclusion Policy

1 Statement

U3A Todmorden is a learning co-operative and membership charity which enables members in their third age to share educational, creative and leisure activities. Members of each U3A draw upon their knowledge, skills and experience to teach and learn from each other (peer to peer learning). U3A Todmorden recognises that some people are particularly likely to experience discrimination and harassment and is committed to making sure that the U3A is as inclusive and welcoming as possible.

2 Aims of this policy

This policy has been drawn up, within the charitable objectives of the u3a, to comply with the Equality Act 2010. The Act stipulates that organisations cannot treat someone unfairly on the basis of what it calls 'protected characteristics', which are:

- ethnic origin, nationality (or statelessness) or race
- age
- disability
- religion or belief (including the absence of belief)
- marital or civil partnership status
- sexual orientation
- pregnancy
- gender reassignment
- biological sex

U3A Todmorden will strive to ensure that members do not experience discrimination on the basis of their protected characteristics. This will include access to groups where reasonably practical and to respectful behaviour between individual members, committee members and group convenors. U3A Todmorden Committee will review the reasonable adjustments needed for all members and individual members with particular needs on an ongoing basis. Where necessary, the Committee will seek guidance and additional support from the U3APlus sub-committee and/or National Office.

3 Practical approaches to inclusion

U3A Todmorden will make every effort to draw attention of all Members to our policies and procedures in relation to equality, diversity and inclusion and accessibility as well as the Member Code of Conduct. U3A Todmorden will make reasonable adjustments and take all reasonable steps to ensure a wide range of people can participate in our activities and meetings. This may include:

- Consideration given to the time of day of meetings and their location.
- Consideration of venues for meetings including:
 - Accessible to wheelchair users

- Access to PA system and a hearing loop, where possible
- Parking and disabled parking available
- Disabled toilet facilities available
- Publicity:
 - Using a variety of methods and platforms to communicate externally and raise the profile of the U3A
 - Making important communications available to those who don't have access to the internet
 - Using a range of images that reflect the local community
- Recruiting new members:
 - Managing growth so that we ensure that new members can be accommodated
 - Encouraging third-agers from all parts of the community
- Tasks and Roles:
 - The U3A will ensure that a range of people get their voices heard by encouraging more members to take on roles such as leading groups.
 - The U3A will appoint an Accessibility Officer whose role it will be to ensure that both new and existing members can access the members meetings and groups that they would like to join and consider what reasonable adjustments may be needed to ensure this.
 - The Groups Coordinator will ensure that new Group Convenors are made aware of issues in relation to accessibility and what steps they may need to take in endeavouring to meet access requirements. Each group will be reviewed on an individual basis as certain groups may require a certain level of fitness or mobility and members need to be made aware of this in advance.

4 Code of Conduct

U3A Todmorden has a member code of conduct. The code of conduct outlines that members should abide by the U3A's policies and procedures as well as treating each other with dignity and respect.

5 Dealing with discrimination and harassment

Where U3A Todmorden Committee becomes aware of any discriminatory practice or harassment, the committee will seek to address this through consultation with all parties concerned and, where necessary, through invoking formal procedures.

If any member of U3A Todmorden feels they have experienced or witnessed discriminatory behaviour or harassment, this should be reported to the Committee at info@u3atod.org.uk or at the postal address u3a Todmorden, Fielden Centre, Ewood Lane, Todmorden, OL14 7DD. Any matters of concern will be reviewed by the Committee and a decision will be made, in line with the U3A's constitution and formal procedures, as to what steps will be taken to address the issue.

6 Definitions

Equality seeks to give every individual an equal opportunity to make the most of their lives and talents in the belief that that no one should have poorer life chances because of where, when or whom they were born, or because of other characteristics. Promoting equality tackles inequalities and aims to ensure that all members are treated fairly and do not experience discrimination.

Promoting diversity means recognising that everyone is different, creating an environment that values members and ensuring that the U3A Movement is as accessible as possible to different groups within the community.

Inclusion means positively striving to meet the needs of different people and taking practical steps to ensure members feel respected.

Direct Discrimination is when a person is treated less favourably because of their ethnic origin, nationality (or statelessness) or race, age, disability, religion or belief (including the absence of belief), marital or civil partnership status, sexual orientation, pregnancy, gender reassignment, political belief

Indirect Discrimination occurs when a condition or requirement is applied equally to all groups of people but has a disproportionately adverse effect on one particular group.

Harassment is unwanted conduct related to 'protected characteristics' that has the purpose or effect of violating a members dignity, or creating an intimidating, hostile, degrading, humiliating or offensive environment. Harassment is also unwanted conduct of a sexual nature which has that same purpose or effect.

Victimisation occurs when a member is treated less favourably than others in the same circumstances because he or she has made a complaint or an allegation of discrimination, harassment or bullying or given information regarding such a complaint or allegation.

This policy was adopted on: 14/5/2024

Review date: 2026